



CITY COUNCIL MEETING 06/23/2026 AGENDA

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

Tuesday, June 23, 2026 at 6:00 PM

CALL TO ORDER AND DETERMINATION OF QUORUM

INVOCATION, PLEDGE OF ALLEGIANCE AND TEXAS PLEDGE

1. **Mayor Comments: 1) Bible Verse 2) Business Recognition**

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

All items listed below are considered routine or "housekeeping" by the City Council and will be enacted with one motion. There will be no separate discussion of items unless a Council Member requests, in which event the item will be removed from the general order of business and considered in its normal sequence. Approval of the Consent Agenda authorizes the City Manager to implement each item in accordance with staff recommendation.

2. **Approval of Regular City Council Meeting Minutes: June 9, 2026**
3. **Discussion/Action approving Resolution 2026-28 updating signatories for City bank accounts.**
4. **Discussion/Action: to Approve Resolution 2026-29 updating signatories for the Police Seizure Fund.**

- 5. Discussion/Action: To Approve Resolution 2026-31 supporting appointment of the Parker County Judge Pat Deen as the Primary Voting Representative and the Wise County Judge JD Clark as the Alternate Representative to the Regional Transportation Council.**

REGULAR AGENDA ITEMS

- 6. Discussion/Action: Regarding the issuance of debt for street/water/drainage/sewer projects including but not limited to Squaw Creek Road Project. (Councilmember Eric Contreras, Asst City Manager Michelle Guelker)**
- 7. Discussion/Action: consider approval Resolution 2026-30 amending Resolution 2026-26 by adding additional water line replacement projects to the proposed West Oak Subdivision HB 500 TWDB Grant application. (Public Works Director Chase McBride, City Engineer Gretchen Vazquez)**
- 8. Discussion/Presentation: Comprehensive Plan Survey Results (City Manager Toni Fisher)**
- 9. Public Hearing: to consider approval of a Specific Use Permit (SUP) pursuant to Sections 14.13.001 - 14.13.004 of the Willow Park Code of Ordinances to allow for a New Multi-tenant Pylon Sign with Electronic, Informative Digital Message for advertising live bands and more at the top to change every 8-10 seconds for The District at Willow Park, an approximately 1.29-acre tract legally described as Lot 8R1 Block B of the Crown Pointe Addition in Willow Park, TX, Parker County. (City Planner Chelsea Kirkland, City Manager Toni Fisher)**

OPEN HEARING:

CLOSE HEARING:

- 10. Discussion/Action: to consider approval of a Specific Use Permit (SUP) pursuant to Sections 14.13.001-14, 14.13.004 of the Willow Park Code of Ordinances to allow for a New Multi-tenant Pylon Sign with Electronic, Informative Digital Message for advertising live bands and more at the top to change every 8-10 seconds for The District at Willow Park, an approximately 1.29-acre tract legally described as Lot 8R1 Block B of the Crown Pointe Addition in Willow Park, TX, Parker County. (City Planner Chelsea Kirkland, City Manager Toni Fisher)**
- 11. Discussion: Presentation of Federal Funding Grant for ICE Certification of WPPD Officers. (Councilmember Chawn Gilliland; Interim Chief Quincy Hamilton)**
- 12. Discussion: to review the City's legal expenditures, including attorney fees, current litigation costs, budget impacts, and any potential measures for cost management and transparency. (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, Consultation with City Attorney; City of Aledo, Texas and City of Fort Worth, Texas v. City of Willow Park, Texas, Beall-Dean Ranch and Parker County cause number: CV26-0175 in Parker County District Court, 43rd District.**
14. **Section 551.071, Consultation with Attorney; City of Willow Park v. Halff & Associates. (Fort Worth Water Project)**
15. **Section 551.071, Consultation with City Attorney, Charter and Charter Commission legal issues.**
16. **Section 551.074, Personnel Matters; Interim Police Chief, Interim Assistant Chief**

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.

17. **Discussion/Action: Mayor appointment of a Charter Commission and assigned tasks**
18. **Discussion/Action: City Council appointment of a Charter Commission and assigned tasks.**
19. **Discussion/Action: City Council proposed charter amendments.**
20. **Update from the City Attorney, including charter legal issues, and consider approval of Ordinance calling for a Special Election for November 3, 2026, for the purpose of consideration of approval of a Home Rule Charter. (City Attorney Andy Messer and Mayor Teresa Palmer)**

INFORMATIONAL COMMENTS

21. **City Manager Comments - Thank you to Public Works Department for their hard work on the Squaw Creek leak on June 10, 2026.**
22. **City Council/Mayor Comments: Response/Reaction to meeting**
23. **Items of Community Interest**
24. **Future Agenda 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: June 17, 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 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/>



CITY COUNCIL MEETING JUNE 9, 2026 MINUTES

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

Tuesday, June 09, 2026 at 6:00 PM

CALL TO ORDER AND DETERMINATION OF QUORUM

Mayor Teresa Palmer called the meeting to order at 6:00 pm and determined a quorum was present.

Those in attendance were:

PRESENT

Mayor Teresa Palmer
Councilmember Eric Contreras
Councilmember Chawn Gilliland
Councilmember Scott Smith
Councilmember Nathan Crummel

ABSENT

Councilmember Buddy Wright

STAFF PRESENT:

Interim City Manager - Toni Fisher

City Secretary - Deana McMullen

City Attorney - Judy El Masri, sitting in for Andy Messer

INVOCATION, PLEDGE OF ALLEGIANCE AND TEXAS PLEDGE: Mark Winkler Executive Pastor with Trinity Bible Church will give Invocation.

Executive Pastor Mark Winkler with Trinity Bible Church was present to give the Invocation and lead the Pledge of Allegiance and the Texas Pledge.

1. Mayor Comments: 1) Bible Verse 2) Business Recognition

Mayor Palmer read a Bible Verse: Mayor Palmer recognized the following Businesses: Mayor Palmer did not do a recognition of any business at this meeting.

PUBLIC COMMENTS (Limited to five minutes per person)

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The following were present to give Public Comments:

Lee Miller

Bill Green

Patty

Tandy Blackstock

CONSENT AGENDA

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2. Approval of Regular City Council Meeting Minutes: May 12, 2026

Motion was made to approve the minutes from the May 12, 2026 as presented.

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

3. Discussion/Action: Authorize Consultants HUB International to seek competitive proposals for Employee Health/Dental/Vision/Life and Short-Term Disability for the new fiscal year.

Motion was made to authorize consultants HUB International to seek competitive proposals for employee Health/Dental/Vision/Life and Short-Term Disability for the new fiscal year.

Motion was made by Councilmember Contreras, seconded by Councilmember Gilliland. Motion carried with four votes in approval and zero votes opposed.

REGULAR AGENDA ITEMS

4. Discussion: Presentation from Jessica Brown of Freese & Nichols regarding Parker County Public Utility Agency. (Interim City Manager Toni Fisher)

Mr. Andrew Franco with Freese & Nichols was present to give a presentation to the Council regarding the Parker County Public Utility Agency and Water Supply Initiative. Mr. Franco was explaining to the Council what the function and cost is to join the Parker County Utility Agency. Parker County has double the amount of Ground Water Wells in the area and these wells have to be drilled deeper to get to the aquifer and they are getting less water out than before. Because of the growth in the area it shows signs that we will no longer sustain the ability to get water and could face water shortages each year.

The Parker County Utility Agency can be joined by passing an ordinance and an Interlocal Agreement. The Goal of the Initiative is to develop a solution and address a short term and long term water needs for Parker County. Regional Collaboration to Consider would be water supply challenges in the area, cost and funding challenges and economic development impacts. This Agency would not be a taxing authority and the more entities that join would possibly allow for more Federal Funding for the members from the Texas Water Development Board. Per an ordinance that would have to be passed by council each entity would have board members that would have 4 year terms with no term limits and the ILA User/Agreement would allow for 5 year terms. Why join the PUA - It would give you a say in Countywide issue. The cost for Willow Park would be \$20,000 annually based on population. Mr. Franco answered questions from the Mayor and Council. There was no action on this item at this time.

5. Discussion: Presentation regarding Contract with Waste Management dba Republic Services LLC (Interim City Managers Toni Fisher & Michelle Guelker)

There was a presentation by Hudson Oaks City Manager Sterling Naron giving the background of how the joint contract with Waste Management dba Republic Service came to be. Jerri Harwell with Republic Waste was also present to answer questions of the City Council.

Mayor Palmer asked the question as to why citizens had to rent the trash carts. Ms. Harwell explained that Republic Waste was responsible for the carts, If they lose a lid, a wheel is broken etc... Republic will bring a new cart out to the citizen. It is mainly for maintenance and the trucks have to use the company carts, because not every cart can be picked up by the automated arms.

No action was taken on this item.

6. Discussion/Action: to consider approval of Resolution 2026-27 regarding Title VI Non-Discrimination Plan *(City Engineer Gretchen Vasquez; Interim City Manager Toni Fisher)*

Motion was made to approve Resolution 2026-27 regarding Title VI Non-Discrimination Plan as presented.

Motion made by Councilmember Contreras, Seconded by Councilmember Crummel.

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

7. Discussion/Action: to approve Budget Calendar for FY 2026-2027 Annual Budget. *(Interim City Manager Michelle Guelker)*

Interim City Manager Michelle Guelker addressed the Council in reference to the proposed budget calendar for adoption for the FY 2026-2027 budget. Council needs to decide how they wish to do the budget worksessions moving forward for the adoption of the budget. Important dates to keep in mind are Holding the Budget and Tax Rate Public Hearing on August 28, 2026 and Adoption of the Budget on September 8, 2026. We must have 4 of the 5 City Councilmembers in attendance to vote for the Budget and Tax Rate. The Mayor does not constitute a quorum to meet this requirement.

Motion was made to hold a Budget Worksession on Saturday, July 18, 2026 from 9:00 am to 1:00 pm to discuss the FY 2026-27 Budget.

Motion made by Councilmember Contreras, Seconded by Councilmember Gilliland.

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

8. Discussion/Action: to approve Public Works Department's surplus items for auction. *(Public Works Director Chase McBride; Interim City Manager Michelle Guelker)*

Public Works Director Chase McBride asked the council to consider approving the Public Works Department's Surplus for Auction as these are items that have been sitting for several years and are not going to be used.

Motion was made to approve the items submitted as Surplus for Auction from the Public Works Department as presented.

Motion made by Councilmember Contreras, Seconded by Councilmember Smith.

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

9. Discussion/Action: to approve the donation of a Willow Park Police Department patrol car to Aledo Independent School District Police Department. *(Interim Police Chief Quincy Hamilton; Interim City Manager Toni Fisher)*

Interim Police Chief Quincy Hamilton asked the Council to consider approving a donation of a Willow Park Police Department Patrol car to Aledo Independent School District Police Department. Interim Chief Hamilton stated that the vehicle in question was one that needs more in repairs than the vehicle is worth. City Attorney Judy El Masri said that council will have to declare it as salvage and then approve for it to be donated if that is what they wish.

Motion was made to declare the vehicle as salvage and authorize the Police Department to donate the vehicle to the AISD as discussed.

Motion made by Councilmember Crummel, Seconded by Councilmember Smith.

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

10. Discussion/Action: to approve software contract with GovWell Technologies, Inc. *(City Planner Chelsea Kirkland; Interim City Manager Toni Fisher)*

Motion was made to approve software contract with GovWell Technologies, Inc. for the development and building department for a three year contract and \$40,000 total cost as presented.

Motion made by Councilmember Smith, Seconded by Councilmember Gilliland.

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

11. Discussion/Action: to approve City Staff to responsibly update City Ordinances as deemed necessary. *(Councilmember Buddy Wright; Interim City Manager Toni Fisher)*

Motion was made to table this item until the next regular City Council meeting.

Motion made by Councilmember Crummel, Seconded by Councilmember Contreras.

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

12. Discussion/Action: regarding Data Centers and Flock Cameras. *(Councilmember Scott Smith, Councilmember Eric Contreras)*

Councilmember Scott Smith wanted to discuss the City removing Data Centers from any Ordinances, Zoning, or any other area that might make them a possibility to be allowed because we do not want Data Centers in the City of Willow Park. They have a huge water consumption as well as electricity. Interim City Manager Toni Fisher stated that the "Data Centers" are currently only allowed with a Special Use Permit "SUP" so the Planning & Zoning Commission as well as the City Council would have to approve or deny them through that process.

Councilmember Eric Contreras agreed with Councilmember Smith and also wanted to include "Flock Cameras" which are cameras that scan license plates. Councilmember Contreras asked if the city could consider an ordinance that would only allow the cameras under an "SUP" Special Use Permit, on an as needed basis and also place a time limit for thier usage, for them to not be a permanent thing in the event they are approved.

Motion was made to instruct staff to create an ordinance that will restrict water usage on Data Centers and create an ordinance outling Flock Cameras that would only be allowed by a Special Use Permit (SUP) and authorize the staff to work with the Beall property to remove Data Centers from thier PD.

Motion made by Councilmember Contreras, Seconded by Councilmember Smith.

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

13. Discussion/Action: for potential park dedication to Lea Young. *(Councilmember Scott Smith, Councilmember Buddy Wright)*

Motion was made to table this item until the next regular council meeting.

Motion made by Councilmember Crummel, Seconded by Councilmember Smith.

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

14. Discussion/Action: to approve an Interlocal agreement and addendum with Parker County for Street repairs and improvements in Precinct Four. *(Mayor Teresa Palmer)*

Mayor Teresa Palmer and Citizen Marcy Galle addressed the Council regarding an approval for an Interlocal agreement and addendum with Parker County for Street repairs and improvement in Precinct Four. There is money in the reserves, \$500,000 that we can pull out and fix the worse streets, especially in the El Chico and Laguna Vista neighborhoods. We can renew the ILA that expired in April and the addendum with Parker County tonight and get on the schedule for the repairs.

There was much discussion on this item. Interim City Manager Toni Fisher stated that staff is working with the County and also the engineers to see what streets actually need to be engineered rather than just placing asphalt on top of them. The Staff is also working on the CIP and this will include what is needed and we can get the streets on the schedule.

Motion was made that the City Manager continue the negotiations with Parker County.

Motion made by Councilmember Crummel, Seconded by Councilmember Gilliland.

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

15. Discussion/Action: regarding City Employee Compensation Plan. (Mayor Teresa Palmer; Interim City Manager Toni Fisher)

Interim City Manager Toni Fisher stated that she discussed this item with the City Attorney's office and they suggested that a complete salary and compensation plan be done for all City Staff. Mayor Palmer asked the council to consider approving a \$10,000 raise for all of the Police Officers to bring them in line with departments in the surrounding area.

Motion was made to approve Interim City Manager to conduct a comprehensive salary and compensation plan for all City staff and it can be addressed during the budget discussions coming up.

Motion made by Councilmember Gilliland, Seconded by Councilmember Crummel.

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

16. Update from the City Attorney and consider approval of Ordinance calling for a Special Election for November 3, 2026, for the purpose of consideration of approval of a Home Rule Charter. (City Attorney Andy Messer and Mayor Teresa Palmer)

The City Council adjourned into Executive Session to discuss this item along with all the other items listed on the Agenda.

Item#16 - Motion was made by Councilmember Eric Contreras, seconded by Mayor Pro Tem Nathan Crummel to table the item in reference to the Home Rule Charter to the next regular meeting.

Motion carried with 4 votes in approval and 0 votes opposed.

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 city council meeting into Executive Session at 8:48 pm to discuss items listed on the Agenda.

Those present in the Executive Session were Mayor Teresa Palmer, Mayor Pro Tem Nathan Crummel, Councilmember Eric Contreras, Councilmember Chawn Gilliland, Councilmember Scott Smith, Interim City Manager Toni Fisher, Interim City Manager Michelle Guelker, City Attorney Judy El Masri, City Attorney Fritz Quast and City Attorney Aliceon Cotton.

Mayor Palmer called the meeting back to order at 8:55 pm.

Motion was made by Councilmember Scott Smith, seconded by Mayor Pro Tem Nathan Crummel to exclude Mayor Palmer from the Executive Session during the discussion of Item 17, 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. Motion carried with 4 votes in approval and 0 votes opposed.

Mayor Palmer adjourned the regular meeting back into Executive Session at 9:01 pm.

- 17. 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**
- 18. Section 551.071, Consultation with Attorney; City of Willow Park v. Halff & Associates**
- 19. Section 551.071, Consultation with City Attorney, Section 551.087, Economic Development negotiations with BPO Real Estate, LLC.**
- 20. Section 551.071, Consultation with City Attorney, Section 551.074, Personnel Matters; Negotiations of employment contract for City Manager Toni Fisher.**
- 21. Section 551.071 Consultation with Attorney and Section 551.074 Personnel Matters; Deliberate the appointment, employment, and evaluation of a public officer or employee: Interim City Manager Michelle Guelker.**

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 reconvened the regular session of the Willow Park City Council at 11:30 pm. then asked if there were any motions for consideration from the discussions had in Executive Session.

Item#16 - Motion was made by Councilmember Eric Contreras, seconded by Mayor Pro Tem Nathan Crummel to table the item in reference to the Home Rule Charter to the next regular meeting.

Motion carried with 4 votes in approval and 0 votes opposed.

Item # 17 - Motion was made by Councilmember Eric Contreras, seconded by Councilmember Scott Smith to invite the city council of Aledo to have a joint city council meeting within the next 14 days at a neutral site to seek resolution of the issues in the pending boundary dispute case, and for the city council of Aledo to publicly vote at a city council meeting to accept or reject this invitation to seek resolution.

Motion carried 4 votes in approval and 0 votes opposed.

Item # 20 - Motion was made to have the City Attorney's office to draft and revise the Contract for Toni Fisher as City Manager with the details discussed during Executive Session and have the Mayor execute the contract.

Motion made by Councilmember Crummel, Seconded by Councilmember Contreras.

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

INFORMATIONAL COMMENTS

22. City Manager Comments

Newly appointed as City Manager for Willow Park, Toni Fisher said Thank you to the Mayor and Council for having confidence in her to serve them and the Citizens of Willow Park for many years to come.

23. City Council/Mayor Comments: Response/Reaction to meeting

Councilmember Scott Smith: details for "Coffee with Council", starting June 5, 2026.

Mayor Palmer did not have any comments.

Councilmember Scott Smith stated that he and Councilmember Buddy Wright had a Coffee with a Councilmember Meeting on Friday June 5, 2026 for about an hour and had several people who showed up. Mr. Smith stated it was very good. they spent the time answer questions from Citizens. Toni Fisher and Michelle Guelker were also there. He stated he would like to continue this the First Friday of each month and the other Councilmembers could attend if their schedule allows for it as long as we do no have a quorum present.

Councilmember Eric Contreras gave a Thank You to the ESD1 for thier quick response to a pasture fire during a storm on June 2, 2026.

24. Items of Community Interest - reminder of Willow Spark Event on July 4, 2026 in the District.

Reminder of Willow Spark Event on July 4, 2026 in the District from 6-9 pm

25. Future Agenda Items requested by Mayor, City Council or City Staff

Mayor Teresa Palmer asked for a future item (Next Meeting) to review Legal Costs to date with Messer-Fort Law Firm as well as with Harris, Bentley and Fogle so that we can get a plan for Legal Fees for the budget.

No action was taken on this item.

ADJOURN

With there being nothing further to discuss or consider Mayor Teresa Palmer asked for a motion to adjourn this regular meeting of the Willow Park City Council.

Motion was made to adjourn the regular meeting at 11:45 pm.

Motion made by Councilmember Contreras, Seconded by Councilmember Crummel.

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

THESE MINUTES WERE APPROVED BY WILLOW PARK CITY COUNCIL ON THE _____ DAY OF _____, 20____.

Mayor Teresa Palmer

ATTEST:

City Secretary Deana McMullen

RESOLUTION NO. 2026-28

A RESOLUTION ADDING PERSON(S) AS AN AUTHORIZED SIGNATORY FOR ALL CITY OF WILLOW PARK ACCOUNTS WITH TEXAS FIRST BANK, FIRST FINANCIAL BANK AND TEXSTAR

WHEREAS, the City of Willow Park (the “City”) has previously designated Authorized Signatures for all of its accounts with Texas First Bank, First Financial Bank and Texstar;

WHEREAS, with the appointment of Ms. Toni Fisher as the City Manager, the City now wishes to add Ms. Fisher as an authorized signatory for all of the City of Willow Park accounts with Texas First Bank, First Financial Bank and Texstar.

NOW, THEREFORE: BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF WILLOW PARK, TEXAS, THAT:

Add: the following officers, officials or employees of the City of Willow Park are hereby added as a designated “Authorized Signatory”

Printed Name: Antonnette “Toni” Fisher
Title: City Manager

DULY PASSED AND APPROVED BY THE CITY COUNCIL OF THE CITY OF WILLOW PARK ON THIS THE 23RD DAY OF JUNE, 2026.

Mayor Teresa Palmer

ATTEST:

City Secretary, Deana McMullen

RESOLUTION NO. 2026-29

A RESOLUTION REMOVING AND ADDING PERSONS AS THE AUTHORIZED SIGNATORIES FOR THE CITY OF WILLOW PARK POLICE SEIZURE FUND (STATE) AND THE FIRST RESPONDER FUND POLICE AT FIRST FINANCIAL BANK

WHEREAS, the City of Willow Park (the “City”) has previously designated Andrea Saylor, Ray Lacy and Brian Roberts as the "Authorized Signatories" for the account entitled Police Seizure Fund (State) with First Financial Bank; and

WHEREAS, the City of Willow Park (the “City”) has previously designated Andrea Saylor, Ray Lacy and Brian Roberts as the "Authorized Signatories" for the account entitled First Responder Fund Police with First Financial Bank; and

WHEREAS, with Ray Lacy no longer working with the City, the City now wishes to remove Mr. Ray Lacy as an Authorized Signatory on the account entitled First Responder Fund Police and remove Ray Lacy as Authorized Signatories on the account entitled Police Seizure Fund (State) and add the following persons as Authorized Signatories on both the Police Seizure Fund (State) and the First Responder Fund Police: Andrea Saylor, Finance Manager; Quincy Hamilton, Interim Police Chief and Brian Roberts, CID.

NOW THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF WILLOW PARK, TEXAS, THAT:

Remove: The following employees of the City of Willow Park are hereby removed as designated "Authorized Signatories" on the Police Seizure Fund (State) and the First Responder Fund Police, both accounts with First Financial Bank:

Printed Name: Ray Lacy
Title: Police Chief

Add: The following employees of the City of Willow Park are hereby added as designated "Authorized Signatories" on the Police Seizure Fund (State) and the First Responder Fund Police, both accounts with First Financial Bank:

Printed Name: Andrea Saylor
Title: Finance Manager
Printed Name: Quincy Hamilton
Title: Interim Police Chief
Printed Name: Brian Roberts
Title: CID

DULY PASSED AND APPROVED BY THE CITY COUNCIL OF THE CITY OF WILLOW PARK

ON THIS 23rd DAY OF JUNE 2026.

Teresa Palmer, Mayor

Attest:

Deanna McMullen, City Secretary

RESOLUTION NO. 2026-31

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WILLOW PARK, TEXAS, SUPPORTING THE APPOINTMENT OF THE PARKER COUNTY JUDGE AS THE PRIMARY VOTING REPRESENTATIVE AND THE WISE COUNTY JUDGE AS THE ALTERNATE REPRESENTATIVE TO THE REGIONAL TRANSPORTATION COUNCIL.

WHEREAS, the Regional Transportation Council (RTC) is the policy body for the Metropolitan Planning Organization and is responsible for the direction and approval of the Metropolitan Transportation Plan, the Transportation Improvement Program, the Congestion Management Process, and the Unified Planning Work Program of the North Central Texas Council of Governments; and

WHEREAS, the Bylaws and Operating Procedures of the RTC stipulate that Parker County, its municipalities, Wise County, and its municipalities are clustered together to share representation on the RTC; and

WHEREAS, the Bylaws and Operating Procedures of the RTC stipulate that the voting member for this cluster must be a county official; and

WHEREAS, the City of Willow Park recognizes the critical importance of regional transportation planning, infrastructure investment, and strong representation for Eastern Parker County; and

WHEREAS, the City Council of the City of Willow Park finds it is in the best interest of its citizens to support the Parker County Judge as our voting representative on the RTC for the next two years to ensure unified advocacy for our local transportation priorities.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF WILLOW PARK, TEXAS, AS FOLLOWS:

SECTION 1. The City of Willow Park, Texas, hereby formally supports the appointment of the **County Judge Pat Deen of Parker County, Texas**, as the primary voting member representing our regional cluster to the Regional Transportation Council.

SECTION 2. The City of Willow Park, Texas, hereby formally supports the appointment of the **County Judge JD Clark of Wise County, Texas**, as the alternate representative to the Regional Transportation Council.

SECTION 3. This Resolution shall take effect immediately from and after its passage.

PASSED, APPROVED, AND ADOPTED on this _____ day of _____, 2026.

Mayor Teresa Palmer

City of Willow Park, Texas

ATTEST:

City Secretary Deana McMullen

City of Willow Park, Texas



The Transportation Policy Body for the North Central Texas Council of Governments
(Metropolitan Planning Organization for the Dallas-Fort Worth Region)

May 29, 2026

The Honorable J.D. Clark
County Judge
Wise County
PO Box 393
Decatur, TX 76234

The Honorable Pat Deen
County Judge
Parker County
1 Courthouse Square
Weatherford, TX 76086

The Honorable Regan Johnson
Mayor
City of Mineral Wells
PO Box 460
Mineral Wells, TX 76068

The Honorable Mike McQuiston
Mayor
City of Decatur
PO Box 1299
Decatur, TX 76234

The Honorable Randy Singleton
Mayor
City of Bridgeport
900 Thompson Street
Bridgeport, TX 76426

The Honorable Paul Paschall
Mayor
City of Weatherford
PO Box 255
Weatherford, TX 76086

The Honorable Shane Davis
Mayor
City of Aledo
PO Box 1
Aledo, TX 76008

The Honorable Teresa Palmer
Mayor
City of Willow Park
120 El Chico Trail, Suite A
Willow Park, TX 76087

Dear Judges Clark and Deen and Mayors Johnson, McQuiston, Singleton, Paschall, Davis, and Palmer:

The purpose of this correspondence is to request Regional Transportation Council (RTC) cluster membership appointments for the 2026-2028 term. The Bylaws state that the counties and cities over 30,000 in population (“eligible cities”) are eligible to hold the RTC membership seat for the cluster, and the counties shall rotate the seat among the counties over a 10-year period in rough proportion to the seat as follows: **the Parker/Wise County seat shall rotate on a 70/30 basis.** Based on this, the primary or alternate seats for your group may be held by a representative from Wise County, Parker County, or the City of Weatherford. The county in which an eligible city appointed to hold the seat is located shall be used to determine whether the rotation requirement is met.

Membership on the Regional Transportation Council is either by direct membership or group representation. Each seat on the Regional Transportation Council is provided a primary member and permitted an alternate member. Parker County and the Cities of Weatherford, Mineral Wells, Willow Park, and Aledo and Wise County and the Cities of Decatur and Bridgeport share a seat on the

Regional Transportation Council. The RTC's Bylaws and Operating Procedures state that the person representing a group of several cities and counties shall be selected by the county judges using a weighted vote of the maximum population or employment of the counties represented, and the person selected shall serve a two-year term beginning in July of even-numbered years and shall be serving on one of the governing bodies they represent. A table containing population and employment figures based on the demographic numbers from the last Bylaws is attached.

Items to consider when contemplating seat rotation may include: 1) a natural break in a member's government service, such as the conclusion of an elected term, 2) a member's potential to gain an officer position or advance through the officer ranks, 3) a member's strong performance and commitment to transportation planning, 4) the critical nature of a particular issue or project and its impact on an entity within the cluster, or 5) the overall success of the RTC and its importance in the region.

As you know, each seat on the Regional Transportation Council is provided a primary member and permitted an alternate member. Your current RTC primary representative is Pat Deen, County Judge, Parker County. Your alternate seat is vacant. Cluster group members serve a two-year term beginning in July of even-numbered years. You may choose to keep your current primary representative or appoint a new primary representative and/or alternate representative. In determining the appointments for the next two years, please review the above guidelines to decide whether it is appropriate to rotate the seat. **All appointments, whether a reappointment or new appointment, require written confirmation from both counties and must be received by June 30, 2026.** Per the RTC Bylaws, the new two-year terms begin in July.

Please email (VPruitt-Jenkins@nctcog.org), mail (P.O. Box 5888, Arlington, TX 76005-5888), or fax (817/640-3028) your correspondence to Vercie Pruitt-Jenkins of NCTCOG. Please note that your designations must be confirmed in writing by both Wise and Parker Counties. Once the appointments have been determined by NCTCOG staff, confirmation of the primary and/or alternate member(s) will be provided to your group.

In addition, the Regional Transportation Council has established an Ethics Policy in accordance with Section 472.034 of the Texas Transportation Code. This policy applies to both primary and alternate RTC members, whether elected or non-elected. All RTC members must also adhere to Chapter 171 of the Local Government Code and to the Code of Ethics from their respective local governments and public agencies. Please remind your representatives to be cognizant of these policies and codes.

Page Three

May 29, 2026

Please contact Vercie Pruitt-Jenkins at VPruitt-Jenkins@nctcog.org or 817/608-2325 if you have any questions. We look forward to working with you.

Sincerely,



Rick Bailey, Chair
Regional Transportation Council
Commissioner, Johnson County

VPJ
Enclosure

cc: Lila Deakle, County Clerk, Parker County
Candice Edmondson, City Manager, City of Aledo
Michelle Guelker, Interim City Manager, City of Willow Park
James Hotopp, City Manager, City of Weatherford
Nate Mara, City Manager, City of Decatur
Mike Murray, City Manager, City of Bridgeport
Blanca Tuma, County Clerk/Local Registrar, Wise County
Jason Weeks, City Manager, City of Mineral Wells

APPENDIX A
2022 RTC Membership Structure

Item 5.

<u>City</u>	<u>2022 Population</u>	<u>2020 Employment</u>	<u>Maximum of Population and Employment</u>	<u>Percent of Total Based on Maximum</u>	<u>Share of 27 RTC City Seats</u>	<u>% of RTC Seat By Grouping</u>	<u>Number of RTC Seats by Formula</u>	<u>Current RTC Seats</u>	
City Membership									
Plano	290,850	309,830	309,830	4.47%	1,208	1,208	1	1	
McKinney	206,460	75,142	206,460	2.98%	0.805				
Anna	20,980	2,041	20,980	0.30%	0.082				
Princeton	21,760	1,184	21,760	0.31%	0.085				
Fairview	10,830	2,102	10,830	0.16%	0.042				
Melissa	18,030	1,264	18,030	0.26%	0.070	1,084	1	1	
Allen	104,870	48,745	104,870	1.51%	0.409				
Lucas	8,000	1,285	8,000	0.12%	0.031				
Wylie	60,460	12,579	60,460	0.87%	0.236				
Rowlett	65,030	11,730	65,030	0.94%	0.254				
Sachse	28,450	2,641	28,450	0.41%	0.111				
Murphy	21,200	3,269	21,200	0.31%	0.083				
Parker	5,730	414	5,730	0.08%	0.022				
Lavon	5,710	42	5,710	0.08%	0.022	1,168	1	1	
Frisco	217,470	103,440	217,470	3.14%	0.848				
Prosper	35,410	5,128	35,410	0.51%	0.138				
Little Elm	51,640	10,705	51,640	0.75%	0.201				
The Colony	45,900	14,923	45,900	0.66%	0.179				
Celina	25,240	2,623	25,240	0.36%	0.098				
Providence Village	8,260	639	8,260	0.12%	0.032	1,497	1	1	
Dallas	1,321,740	1,210,400	1,321,740	19.09%	5.154				
University Park	25,360	10,724	25,360	0.37%	0.099				
Highland Park	8,800	4,257	8,800	0.13%	0.034	5,287	5	6	Includes seat for Love Field
Garland	247,590	108,320	247,590	3.58%	0.965	0.965	1	1	
Addison	17,720	80,505	80,505	1.16%	0.314				
Richardson	122,570	170,520	170,520	2.46%	0.665	0.979	1	1	
Irving	261,350	309,100	309,100	4.46%	1.205				
Coppell	43,140	46,666	46,666	0.67%	0.182	1,387	1	1	
Mesquite	152,020	70,576	152,020	2.20%	0.593				
Balch Springs	27,740	6,919	27,740	0.40%	0.108				
Seagoville	19,580	3,793	19,580	0.28%	0.076				
Sunnyvale	8,540	4,768	8,540	0.12%	0.033	0.811	1	1	
Grand Prairie	199,780	88,592	199,780	2.89%	0.779	0.779	1	1	
Duncanville	40,700	16,236	40,700	0.59%	0.159				
DeSoto	57,380	20,743	57,380	0.83%	0.224				
Cedar Hill	50,280	15,260	50,280	0.73%	0.196				
Lancaster	41,560	15,443	41,560	0.60%	0.162				
Glenn Heights	18,090	550	18,090	0.26%	0.071				
Hutchins	5,700	4,742	5,700	0.08%	0.022				
Wilmer	6,690	462	6,690	0.10%	0.026	0.859	1	1	
Carrollton	135,110	114,810	135,110	1.95%	0.527				
Farmers Branch	38,140	87,335	87,335	1.26%	0.341	0.867	1	1	
Denton	146,750	106,740	146,750	2.12%	0.572				
Sanger	9,470	5,134	9,470	0.14%	0.037				
Corinth	22,800	7,052	22,800	0.33%	0.089				
Lake Dallas	7,790	2,811	7,790	0.11%	0.030				
Aubrey	7,580	913	7,580	0.11%	0.030				
Krum	5,790	827	5,790	0.08%	0.023				
Hickory Creek	5,440	1,301	5,440	0.08%	0.021				
Oak Point	5,000	558	5,000	0.07%	0.019	0.821	1	1	
Lewisville	132,620	94,311	132,620	1.92%	0.517				
Flower Mound	78,570	40,851	78,570	1.13%	0.306				
Highland Village	16,020	6,665	16,020	0.23%	0.062				
Northlake	8,790	3,120	8,790	0.13%	0.034				
Justin	5,820	3,657	5,820	0.08%	0.023	0.943	1	1	
Fort Worth	955,900	575,550	955,900	13.80%	3.727	3.727	4	4	
Arlington	399,560	225,160	399,560	5.77%	1.558	1.558	2	2	
N. Richland Hills	71,600	31,646	71,600	1.03%	0.279				
Richland Hills	8,630	5,848	8,630	0.12%	0.034				
Haltom City	46,260	21,351	46,260	0.67%	0.180				
Watauga	23,660	5,555	23,660	0.34%	0.092				
White Settlement	18,430	9,257	18,430	0.27%	0.072				
River Oaks	7,640	1,645	7,640	0.11%	0.030				
Lake Worth	4,710	6,125	6,125	0.09%	0.024				
Saginaw	24,450	7,556	24,450	0.35%	0.095				
Azle	13,610	4,825	13,610	0.20%	0.053				
Sansom Park	5,480	1,089	5,480	0.08%	0.021				
Keller	46,060	18,460	46,060	0.67%	0.180	1,060	1	1	
Grapevine	52,000	114,620	114,620	1.66%	0.447				
Southlake	31,770	36,439	36,439	0.53%	0.142				
Colleyville	26,370	10,289	26,370	0.38%	0.103				
Westlake	1,840	9,604	9,604	0.14%	0.037				
Trophy Club	14,400	2,526	14,400	0.21%	0.056				
Roanoke	9,830	5,774	9,830	0.14%	0.038				
Hurst	40,430	22,852	40,430	0.58%	0.158				
Euless	61,480	31,276	61,480	0.89%	0.240				
Bedford	49,930	34,770	49,930	0.72%	0.195	1,416	1	1	
Mansfield	77,040	30,508	77,040	1.11%	0.300				
Benbrook	25,240	6,243	25,240	0.36%	0.098				
Forest Hill	14,190	3,669	14,190	0.20%	0.055				
Crowley	18,600	4,821	18,600	0.27%	0.073				
Everman	6,170	1,703	6,170	0.09%	0.024				
Kennedale	8,530	2,374	8,530	0.12%	0.033	0.584	1	1	
Total	6,618,110	4,505,922	6,924,764		27	27,000	27	28	
Allocation for City Seats					27				
Population Per RTC Seat					256,473				

APPENDIX A
2022 RTC Membership Structure (Continued)

Item 5.

City Membership		<u>Number of RTC Seats by Formula</u>	<u>Current RTC Seats</u>
		27	28
2022 Population by County Grouped By RTC Seats			
County Membership	2022 <u>Population</u>	<u>Number of RTC Seats</u>	<u>Current RTC Seats</u>
<u>Collin County</u>	1,135,060	1	1
<u>Dallas County</u>	2,654,510	2	2
<u>Denton County</u>	950,660	1	1
<u>Tarrant County</u>	2,157,740	2	2
<u>Ellis County</u>	207,620		
Ennis	21,860		
Waxahachie	44,280		
Midlothian	37,580		
Red Oak	15,640		
<u>Kaufman County</u>	153,130		
Forney	27,040		
Kaufman	6,990		
Terrell	<u>17,590</u>		
Combined Ellis and Kaufman Population	360,750	1	1
<u>Johnson County</u>	193,500		
Burleson	50,210		
Cleburne	32,640		
Keene	6,500		
Joshua	8,370		
Venus	5,760		
Alvarado	5,330		
<u>Hood County</u>	62,120		
Granbury	<u>11,440</u>		
Combined Johnson and Hood Population	255,620	1	1
<u>Hunt County</u>	104,900		
Commerce	9,180		
Greenville	30,450		
<u>Rockwall County</u>	119,900		
Rockwall	49,300		
Heath	9,890		
Royse City	18,810		
Fate	<u>22,890</u>		
Combined Hunt and Rockwall Population	224,800	1	1
<u>Parker County</u>	152,930		
Weatherford	31,690		
Mineral Wells	15,090		
Willow Park	5,210		
Aledo	5,010		
<u>Wise County</u>	69,740		
Decatur	6,910		
Bridgeport	<u>5,930</u>		
Combined Parker and Wise Population	222,670	1	1
Total County Membership		10	10
DART		1	1
DCTA		1	1
FWTA		1	1
DFW Airport		1	1
TxDOT Dallas		1	1
TxDOT Fort Worth		1	1
NTTA		1	1
Total Transportation Providers		7	7
Total RTC Members		44	45
Total MPA Population	7,961,810		

Data Based on NCTCOG Annual Population Estimates and Estimated 2020 Employment



CITY COUNCIL AGENDA ITEM BRIEFING SHEET

Council Date: June 23, 2026	Department: Public Works	Presented By: Chase McBride Gretchen Vazquez
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AGENDA ITEM: House Bill 500 – Water Supply and Infrastructure Grant

Consider approval Resolution 2026-30 amending Resolution 2026-26 authorizing the preparation and submission of a grant application to the Texas Water Development Board for water supply and infrastructure project.

BACKGROUND:

House Bill 500, passed during the 89th Texas Legislative Session, appropriated a one-time \$1.038 billion in general revenue to the Texas Water Development Board (TWDB) for water supply and infrastructure projects and grants.

Funding under this one-time, general revenue grant opportunity will be provided as 100 percent grant assistance and is limited to water supply and infrastructure projects only.

The grant must address water loss, resolve a Texas Commission on Environmental Quality (TCEQ) violation, or provide additional water supply. Funding allocations are based on population, and the City of Willow Park is eligible to apply for up to \$10,000,000 in grant assistance. To qualify, proposed projects must be consistent with the 2027 State Water Plan and the 2026 Regional Water Plan.

Following the adoption of Resolution No. 2026-26, staff received additional information and clarification from the TWDB regarding the application evaluation criteria and scoring methodology. Upon review, staff identified the need to amend the Resolution to reflect the clarified criteria and project scoring.

Approval of the amended Resolution will authorize staff to prepare and submit the City’s application to TWDB prior to the July 30, 2026, application deadline.

RECOMMENDATION:

Staff recommend approval Resolution 2026-30 amending Resolution 2026-26 authorizing the preparation and submission of a grant application to the Texas Water Development Board for water supply and infrastructure project.

EXHIBITS:

- Resolution (TWDB-0201A)
- HB 500 Implementation Plan
- Texas – 2025 – HB 500 89th Legislative Session Excerpt (for reference)

Application Filing and Authorized Representative Resolution

A RESOLUTION by the City Council of the City of Willow Park requesting financial assistance from the Texas Water Development Board; authorizing the filing of an application for assistance; and making certain findings in connection therewith.

BE IT RESOLVED BY THE City Council OF THE City of Willow Park:

SECTION 1: That an application is hereby approved and authorized to be filed with the Texas Water Development Board seeking financial assistance in an amount not to exceed \$ 10,000,000 to provide for the costs of Water System Improvements.

SECTION 2: That Toni Fisher be and is hereby designated the authorized representative of the City of Willow Park for purposes of furnishing such information and executing such documents as may be required in connection with the preparation and filing of such application for financial assistance and the rules of the Texas Water Development Board.

SECTION 3: That the following firms and individuals are hereby authorized and directed to aid and assist in the preparation and submission of such application and appear on behalf of and represent the City of Willow Park before any hearing held by the Texas Water Development Board on such application, to wit:

Financial Advisor: Erick Macha
Hilltop Securities Inc.

Engineer: Derek Turner, P.E.
Jacob Martin, LLC

Bond Counsel: Kristen Savant
Norton Rose Fulbright US LLP

PASSED AND APPROVED, this the _____ day of _____, 20_____.

ATTEST: _____

By: _____

(Seal)



P.O. Box 13231, 1700 N. Congress Ave.
Austin, TX 78711-3231, www.twdb.texas.gov
Phone (512) 463-7847, Fax (512) 475-2053

AGENDA ITEM MEMO

BOARD MEETING DATE: March 31, 2026

TO: Board Members

THROUGH: Bryan McMath, Executive Administrator

FROM: Jessica Peña, Deputy Executive Administrator, Water Supply and Infrastructure

SUBJECT: House Bill 500 Implementation Plan – Water Supply and Infrastructure Grants

ACTION REQUESTED

This item is a briefing and discussion on the Executive Administrator’s implementation of House Bill 500 relating to Water Supply and Infrastructure Grants (WSIG). No action is requested.

BACKGROUND

This is a one-time opportunity for a limited number of Texas communities to receive grant funding to implement water supply or water infrastructure projects. Once this initial appropriation is provided to communities by August 31, 2027, the Texas Water Development Board (TWDB) will no longer have these grant funds available to provide as financial assistance.

House Bill (HB) 500 from the 89th Texas Legislative Session appropriated \$1,038,000,000 from the general revenue fund to the TWDB but did not specify that the money was appropriated to a specific fund, which resulted as a deposit of the appropriated money into TWDB’s general revenue fund. Additionally, the appropriation language did not provide authority for the TWDB to transfer that money into another TWDB fund or account. Therefore, the money must be provided for the stated purposes directly from TWDB’s general revenue fund and not through an established financial assistance program.

Further, the purpose for the appropriation was stated in the HB 500 legislation as “water infrastructure and supply projects and grants as determined by the board.” As the language is specific to water infrastructure and supply, the plan excludes wastewater and flood projects.

[Our Mission](#) : [Board Members](#)

Leading the state’s efforts
in ensuring a secure
water future for Texas

L’Oreal Stepney, P.E., Chairwoman | W. Brady Franks, Board Member | Ashley Morgan, Board Member
Bryan McMath, Executive Administrator

Additionally, water supply corporations (WSCs) will not be eligible for funding as the Texas Constitution prohibits granting public funds (1) for private purposes and (2) to “individuals” when the grant is not provided for in pre-existing law (Tex. Const., Art. III, §§ 51 and 44). Art. III, § 51 can be met for all of TWDB’s usual customers even when money is appropriated for general revenue grants that do not flow through an existing program, but Art. III, § 44 prevents TWDB’s private entity customers, such as (water supply corporations (WSCs) and investor-owned utilities, from receiving a general revenue grant. Section 51’s public purpose test is met by the typical projects funded by TWDB to typical governmental entities because (1) the grant is designed to accomplish a public purpose, not to benefit private parties; (2) TWDB will retain control over the funds to ensure the public purpose is accomplished and to protect the public’s investment; and (3) the state receives a return benefit. Section 44’s prohibition on grants to individuals without preexisting law would prohibit the use of these funds to provide a grant to WSCs because they are considered “individuals” under the provisions and no preexisting law authorizes the grant of these funds to WSCs. TWDB’s existing financial assistance programs are governed by statutes that clearly provide financial assistance to non-profit WSCs (see e.g., Tex. Water Code § 15.001(5)). Section 44 would not prohibit general revenue grants to cities, counties, or other governmental entities because they are not “individuals” within the meaning of that section of the Constitution.

Additionally, the TWDB will provide this funding in the form of a 100 percent grant because HB 500 does not provide authorization for the TWDB to use the funding to leverage bonds; therefore, the appropriation does not create a benefit to providing the funding in the form of a loan. The Constitution generally prohibits all state debt, except as otherwise authorized by the Constitution (Tex. Const., Art. III, § 49). More specifically, the TWDB’s authority to issue bonds must be “authorized by constitutional amendment or a debt proposition” (Tex. Const., Art. III, § 49-c). The TWDB’s authority to issue both revenue and general obligation bonds is specifically authorized in the Constitution. Constitutional provisions applicable to the TWDB can be found at Tex. Const., Art. III, §§ 49-c – 49-d-16. Each of those authorizations is specific to particular programs or accounts of the TWDB. The Constitution and statute provide clear and prescriptive language on where bond proceeds may be deposited and transferred, and how money may be deposited and transferred to pay debt service on those bonds. The TWDB does not have any applicable language in the appropriation from HB 500, existing statute, or existing constitutional provisions to leverage this appropriation with bonds or use this appropriation to pay debt service.

Because these funds were deposited into the TWDB’s general revenue fund, they may not be transferred into an existing account to be used to leverage additional funding through TWDB-issued bonds in an existing program. Without statutory direction otherwise, loan repayments must be deposited into the account from which they originated. If loan repayments were deposited back into the general revenue fund, the TWDB would not have authority to then use those funds again without additional appropriation from the Texas Legislature, and they would revert to the State Treasury. From the TWDB’s perspective, any loans provided from this funding would effectively be “grants that require repayment” and would lack the benefit of a revolving corpus to justify the extra level of financial review necessary to confirm a borrower’s ability to repay a loan. Based on these circumstances, there would be no benefit to the TWDB or the local entities receiving funding to provide this funding in the form of a loan. The money could not be leveraged to provide more funding to additional borrowers and there would be no interest repayments to use for future benefit.

Additionally, the language of HB 500 only speaks to grants, thereby not providing clear legal authority to require repayment.

On January 5, 2026, the TWDB posted to its website the draft implementation plan for public comment. The period of public review and comment ended on February 4, 2026. In total, 244 comments and general questions were received. A public meeting was also held via webinar on January 20, 2026.

SUMMARY OF CHANGES

The following changes were made in response to public comments:

- Addition of a funding allocation for entities that serve a population size of 1,000 or less.
- Funding caps per project were increased to more closely reflect project costs of projects in the 75th percentile of the 2026 Drinking Water State Revolving Fund Project Information Forms.
- The \$131 million in unallocated funds was reduced to \$50 million to add an allocation for entities with populations under 1,000 and increase the allocation for entities with populations between 150,001 – 1 million.
- \$50 million remains unallocated pending receipt of applications at which time the Board could review submitted need and allocate at that time. The eligibility requirements applicable to applicant and project type as described above would apply.

Additional clarifications have been incorporated into the Frequently Asked Questions document found on the agency website and throughout relevant sections of this implementation plan.

KEY ISSUES

- Funds cannot be transferred to existing TWDB funding program accounts.
- Only political subdivisions, namely local governments, are eligible; therefore, Water Supply Corporations and Investor-Owned Utilities are not eligible entities.
- Funds must be committed and closed prior to August 31, 2027.
- Funding is designated for water infrastructure and supply projects only, including reuse, (e.g., addresses real or apparent water loss, or TCEQ violations, or upgrading or replacing water systems).
- Drainage, flood control, and wastewater projects are not eligible.
- Direct and indirect potable reuse are eligible through WSIG. Given the restriction of not using WSIG funds for wastewater projects, funding for reuse projects will be limited to the tertiary treatment of wastewater effluent and any applicable components thereafter to convey the water for potable usage.
- Implementation is subject to the Tex. Gov't Code, §783, Texas Grant Management Standards.
- Projects must be consistent with the 2027 State Water Plan and 2026 Regional Water Plans.
- Applicants must be current in their audited financial statements. For a funding application to be considered complete and eligible, it must include a 2025 fiscal year-end financial audit that has been adopted by the applicant's governing body.

- The WSIG funding will not flow through any of TWDB's existing funding programs; therefore, most policies and requirements that apply per statute or rule to the existing programs will not apply to this funding.
- Similar to General Revenue Grants, the TWDB will not issue environmental findings for these projects. However, TWDB will require an affidavit certifying compliance with all applicable local, state, and federal regulations and completion of any coordination and/or permitting required to ensure compliance with the Endangered Species Act of 1973, as amended; Section 404 of the Clean Water Act; Section 10 of the Rivers and Harbors Act of 1899; the Migratory Bird Treaty Act; Texas Antiquities Code; Texas Parks and Wildlife Code; Edwards Aquifer Rules; and any other applicable state, federal, and local regulations.
 - For ready-to-proceed projects, TWDB will require an affidavit of self-certification that any permitting or coordination required by applicable local, state, or federal regulations has been completed.
 - For projects receiving planning, acquisition, and design funding, TWDB will require the affidavit of self-certification along with the backup documentation during the planning phase.
- US Iron & Steel provisions apply. Tex. Gov't Code § 2252, Subchapter G
- Conveyance coordination requirements apply only **if land acquisition is a part of the project**. Tex. Water Code § 6, Subchapter H.
- All applicants are subject to requirements for:
 - Water conservation plan (Tex. Water Code §§ 16.402 and 16.4021; 31 Tex. Admin. Code (TAC) § 363.15)
 - Water use survey (Tex. Water Code § 16.012(m); 31 TAC § 358.5)
 - Water loss audit (Tex. Water Code § 16.0121; 31 TAC § 358.6) and
 - Water loss validation (Tex. Water Code §§ 16.0121 and 16.0122; 31 TAC § 358.6)

RECOMMENDATION

The Executive Administrator recommends the following WSIG plan. This plan is intended to be flexible and is subject to change.

1. Limiting one application per entity to expedite the review process and encourage entities to prioritize system needs.
2. Limiting funding eligibility.

Entities with population of 150,000 or less

- a. May request planning, acquisition, design, or construction.
- b. If only construction is requested, the project must be ready to proceed: all environmental coordination, acquisition of 100 percent of all required water rights, land and easements, design (plans and specifications with design report), and permitting must be completed.
- c. Reimbursement of previously incurred costs for the project will only be considered if they were incurred on or after June 22, 2025.

Entities with population of 150,001 or greater

- a. May only request construction funding.

- b. The project must be ready to proceed: all environmental coordination, acquisition of 100 percent of all required land and easements, design (plans and specifications with design report), and all permitting must be completed.
 - c. Reimbursement of previously incurred costs for the project will not be eligible.
3. If a project previously received a funding commitment from a TWDB funding program (except for unclosed SWIFT commitments slated to close in 2027 or later), these grant funds may not be used for the same activities that previously received funding commitments. However, if a project previously received funding commitments for only planning, acquisition, or design, the project is eligible to receive funding from these grants for construction.
4. If a project has an active application with the TWDB, the processing of those non-Water Supply and Infrastructure Grant applications may be postponed, allowing entities to pursue the most advantageous funding opportunity.
5. Allocation of the available funding. This allocation is based on the average requested funding within the State Fiscal Year 2026 Drinking Water State Revolving Fund Intended Use Plan.

Service area population size	Less than 1,000	1,001-10,000	10,001-150,000	150,001-1 million	Greater than 1 million	Total
Funding Cap per project	\$6 Million	\$10 Million	\$21 Million	\$35 Million	\$55 Million	
Total funding target	\$42 Million	\$71 Million	\$142 Million	\$220 Million	\$400 Million	\$875 Million
Canal lining/conversion projects	Up to \$100 Million for match funding for North American Development Bank projects					\$975 Million

- To address canal lining and conversion projects, an amount not to exceed \$100 million is proposed to be allocated for joint funding efforts with the North American Development Bank’s Water Resiliency Program, which is geared at expediting water needs along the border. Water Supply and Infrastructure grants funds would be 50 percent of the proposed project costs for eligible projects. Additional information regarding the Water Resiliency Program can be found at <https://nadbank.org/solutions-and-services/water-resiliency-fund>
 - \$50 million remains unallocated pending receipt of applications at which time the Board could review submitted need and allocate at that time. The eligibility requirements applicable to applicant and project type as described above would apply.
 - \$13 million is reserved for administrative costs as authorized in Senate Bill 1.
6. A simplified project prioritization for allocating available funding. This criteria list is intended to simplify and expedite the ranking process.

Criteria	Points Calculation	Points
Retail Water Providers: Service Area's Annual Median Household Income (AMHI) (if using a TWDB-approved socioeconomic survey; the AMHI will be inflation adjusted)	$(76,292 \div \text{AMHI}) \times 10$	Result
Wholesale Water Providers: Total population (POP) served by Retail Water Providers that purchase wholesale from applicant as listed in TCEQ's Drinking Water Viewer .	$(100,000 \div \text{POP}) \times 10$	Result
For projects with populations under 150,000: Projects that are deemed ready to proceed.		10 points
Tiebreaker: Preference given to the community that has never or has the greater amount of time since it last received financial assistance from the TWDB.		

7. Land/easements acquisition to be limited to small entities requesting pre-design funding. All required land and easements must already be acquired for a project to qualify as ready to proceed.
8. For ready-to-proceed projects, TWDB will not review planning documents.
9. Entities must have submitted their applicable water use survey, water loss audit, and water conservation plan and annual report by their respective deadlines or before the application deadline to be eligible.
10. TWDB will rely on TCEQ design approval for ready-to-proceed projects. TWDB will need to review Plans and Specifications to ensure these requirements are met:
 - a. US Iron & Steel
 - b. Performance bonds
 - c. Retainage
11. The TWDB will issue a Certificate of Approval prior to authorization of release of final retainage ensuring the funds have been utilized in accordance with the committed project.
12. The TWDB will not accept or process requests for water loss or state water plan consistency waivers due to the limited timeframes.
13. Funds will be disbursed to applicants through an entity-established escrow account. All commitments, grant agreements, and closings to escrow should be completed by May 1, 2027.
14. All Water Supply Infrastructure Grant recipients with funds closed to escrow by May 1, 2027, will have until August 31, 2031, to expend their escrowed funds. Under no circumstances will funds be released from project escrow accounts after August 31, 2031.

15. Construction contracts must not have an end date past January 31, 2031. Construction closeout documents must be submitted by February 28, 2031, including completion of a final site visit by TWDB staff.
16. Each escrow account will need to be interest bearing. Furthermore, all remaining escrow account funds plus escrow account interest earnings shall be returned to the TWDB no later than September 1, 2031.

Failure to submit any of the required information at the time the application is submitted will disqualify the application from the selection process. Questions can be directed to the TWDB, and two pre-application webinars will be held and posted to the TWDB website. Applications may be submitted prior to the July 30, 2026, deadline, but the TWDB will not initiate review until the deadline has passed. Entities may withdraw and resubmit an early application, provided the revised submission is a fully completed package.

IMPLEMENTATION TIMELINE

March 31, 2026	Board briefing on the implementation plan
April 1, 2026	Solicitation of applications opens for 120 days
April 23, 2026	First Pre-Application Webinar
May 13, 2026	Second Pre-Application Webinar
July 30, 2026	Applications due
Fall 2026	Commitments
Winter 2026 – May 1, 2027	Closings

LEGAL/SPECIAL CONDITIONS

- Entities must submit, with their financial assistance application, a resolution from their governing body requesting financial assistance.
- Entities must submit with their financial assistance application, an application affidavit.
- Entities must have submitted their Water Use Surveys, Water Loss Audits, and Water Conservation Plans, as applicable, by their respective deadlines prior to submitting an application.

IMPLEMENTATION PLAN

Attachments:

1. Water Supply and Infrastructure Grants Public Comments Executive Summary

Water Supply and Infrastructure Grants Public Comments Summary

Executive Summary

The Texas Water Development Board received nearly 250 comments and questions on the Water Supply Innovation Grant (WSIG) opportunity. Comments were reviewed in the order received and reflect strong statewide engagement from water supply corporations, political subdivisions, regional entities, and the public. Several themes appeared consistently across submissions.

The most frequent area of inquiry involved eligibility, seeking clarification on how nonprofit water supply corporations qualify for the opportunity. Many commenters requested clear, consistent guidance on eligibility pathways and documentation expectations.

A significant number of comments focused on the funding structure, particularly the role of the North American Development Bank (NADBank) and how its financing interacts with WSIG requirements and other funding sources.

Stakeholders also emphasized equitable prioritization, addressing how disadvantaged, rural, or small population communities would be considered in the evaluation process and whether prioritization criteria would meaningfully reflect community need. There was also a request to include scoring criteria for innovative projects and regionalization projects.

Stakeholders asked for separate funding categories for source water protection projects, very small systems serving populations fewer than 1,000, and using the WSIG as a match for any federally funded project, not just those funded through the NADBank.

Several commenters sought clarity on project types, specifically how innovative or emerging projects should demonstrate consistency with the State Water Plan when not explicitly listed in regional plans. Also, there were comments that addressed administrative conditions, including questions about the applicability of U.S. Iron & Steel requirements.

Additional recommendations included support for rural systems, with requests for simplified requirements, technical assistance, and funding structures that reflect limited administrative capacity.

The comments reflected broad and substantive support for the WSIG opportunity, with stakeholders consistently emphasizing the expectation for transparent eligibility criteria, predictable funding structures, and equitable access for communities of all sizes, especially rural and disadvantaged communities. To aid in maintaining the integrity and context of each submission, comments are presented in the order received and any screenshots, hyperlinks, or embedded items appear as originally submitted. When an official letter was provided, the accompanying email content is included first, followed by the full letter to preserve the submitter's intent. In response to the volume and consistency of these inquiries, the TWDB has developed, and continues to develop, targeted FAQs to address the questions and concerns raised. These resources will support and guide applicants as the opportunity is further defined and implemented, ensuring clarity, consistency, and accessibility throughout the process.

HB 500, 89th Legislative Session (excerpt Section 6.02)

SECTION 6.02. WATER DEVELOPMENT BOARD: WATER INFRASTRUCTURE AND SUPPLY.

(a) The amount of \$1,038,000,000 is appropriated from the general revenue fund to the Water Development Board for the two-year period beginning on the effective date of this Act to be used for water infrastructure and supply projects and grants as determined by the board.

(b) The amount of \$881,000,000 is appropriated from the Texas water fund to the Water Development Board as provided by Section 49-d-16(b), Article III, Texas Constitution, as proposed by S.J.R. 75, 88th Legislature, Regular Session, 2023, for the two-year period beginning on the effective date of this Act to be transferred to other funds or accounts administered by the board.

(c) The amount of \$581,000,000 is appropriated from the general revenue fund to the Water Development Board for the two-year period beginning on the effective date of this Act to be used for specific water infrastructure and supply projects and grants.



City of Willow Park

Notice of Public Hearing

The City of Willow Park will hold public hearing meetings on the matters listed below:

Public Hearing: to consider approval of a Specific Use Permit (SUP) to allow for a New Multi-tenant Pylon Sign with Electronic, Informative Digital Message for advertising live bands and more at the top to change every 8-10 seconds for **The District at Willow Park**, an approximately 1.29-acre tract legally described as Lot 8R1 Block B of the Crown Pointe Addition in Willow Park, TX, Parker County.

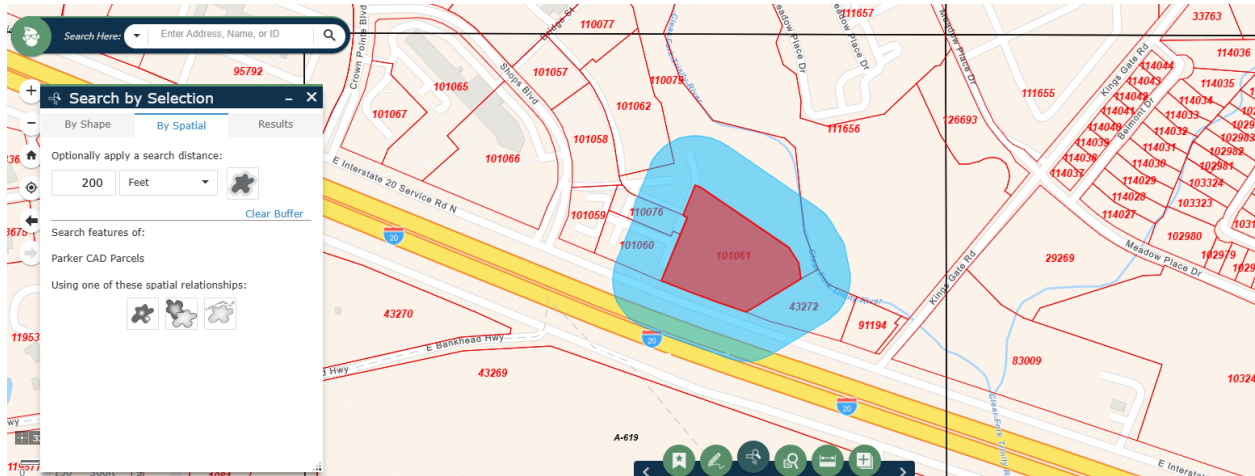
Planning and Zoning Meeting: June 16th, 2026 at 6PM

City Council Meeting: June 23rd, 2026, at 6PM

**Location: Willow Park City Hall
120 El Chico Trail, Ste A
Willow Park, TX 76087**

Any member of the public has the right to appear at the Public Hearing. Please contact the Planning & Development Department at 817-441-7108 x100 or ckirkland@willowpark.org with any questions.

Public Hearing: to consider approval of a Specific Use Permit (SUP) to allow for a New Multi-tenant Pylon Sign with Electronic, Informative Digital Message for advertising live bands and more at the top to change every 8-10 seconds for **The District at Willow Park**, an approximately 1.29-acre tract legally described as Lot 8R1 Block B of the Crown Pointe Addition in Willow Park, TX, Parker County.



Property Owner or Current Resident

Mailing Address: 17018 INTERSTATE 20

Mailing Address City, State: CISCO, TX

Zip: 76437-6471

Property Owner or Current Resident

Mailing Address: 108 SABLEWOOD COURT

**Mailing Address City, State: AZLE ,TX
Zip: 76020**

Property Owner or Current Resident

Mailing Address: 17018 INTERSTATE 20

Mailing Address City, State: CISCO, TX

Zip: 76437-6471

Property Owner or Current Resident

Mailing Address: 17018 INTERSTATE 20

Mailing Address City, State: CISCO, TX

Zip: 76437-6471

Property Owner or Current Resident

Mailing Address: 17018 INTERSTATE 20

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Zip: 76437-6471



CITY COUNCIL AGENDA ITEM BRIEFING SHEET

Meeting Date: June 23 rd , 2026	Department: Planning & Development	Presented By: Chelsea Kirkland, City Planner Toni Fisher, City Manager
--	--	---

AGENDA ITEM:

Discussion & Action: to consider approval of a Specific Use Permit (SUP) to allow for a New Multi-Tenant Pylon Sign with Electronic, Informative Digital Message for advertising live bands and more at the top to change every 8-10 seconds for The District at Willow Park, an approximately 1.29-acre tract legally described as Lot 8R1 Block B of the Crown Pointe Addition in Willow Park, TX, Parker County.

BACKGROUND:

Mayor and Council,

City staff received an application for a monument sign for The District that was approved. When the permit was about to expire, it was resubmitted with a reworked presentation for a monument sign with an electronic message sign on top for informative purposes. The sign applicant proposes to have the sign change every 8-10 seconds with specific information about upcoming events in the District. All of this triggered the need for a Specific Use Permit. Even though both the shops and the district are owned by Wilks Development, this is considered an off-site sign and requires a dedicated easement. This easement will need to be filed with the County as soon as possible.

The SUP was approved unanimously by Planning and Zoning Commission 3-0

STAFF RECOMMENDATION:

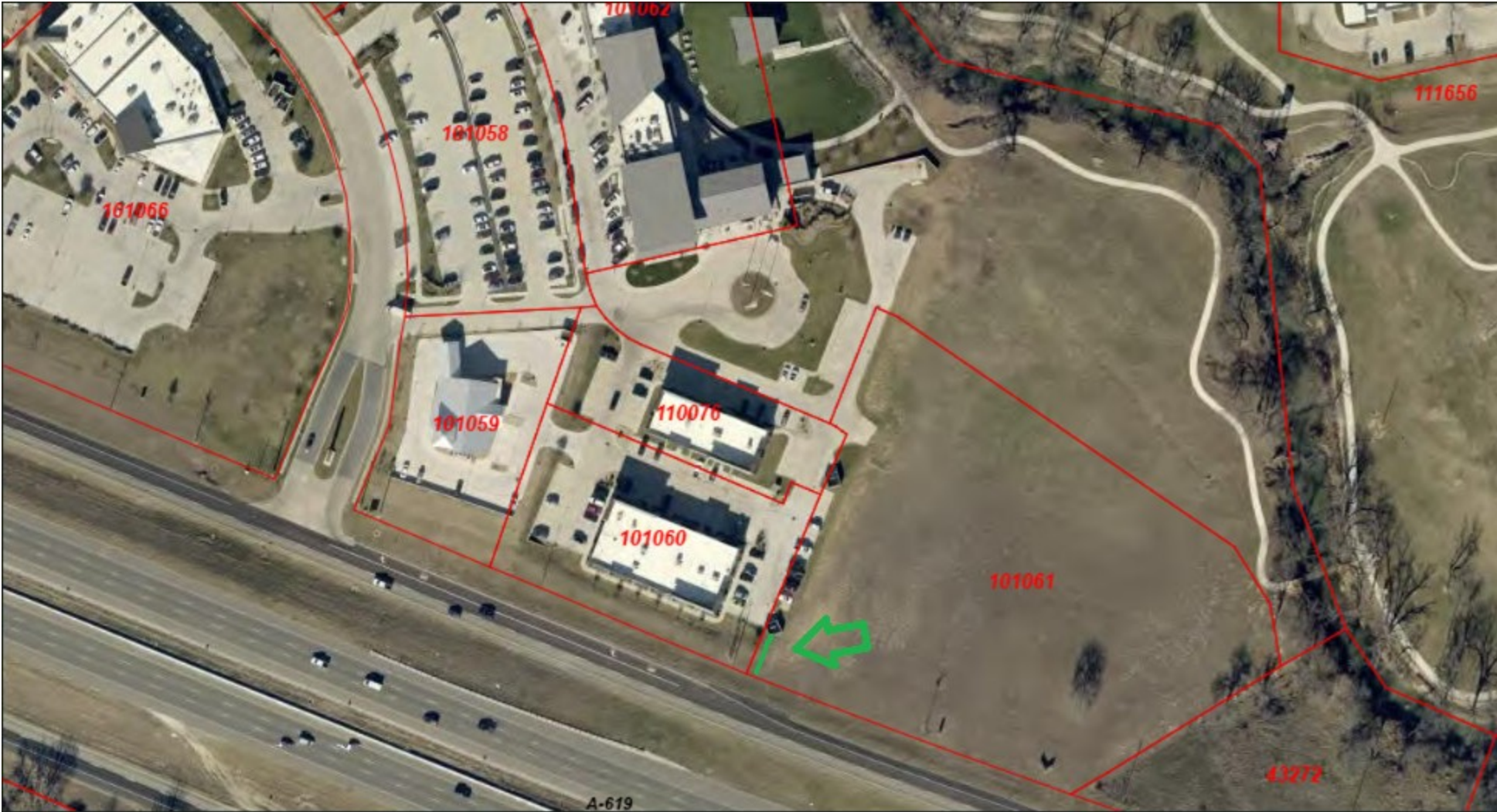
City Staff have reviewed this application and recommend that it is approved contingent upon the filing of the Dedicated Easement with the Parker County Clerk’s office.

EXHIBITS:

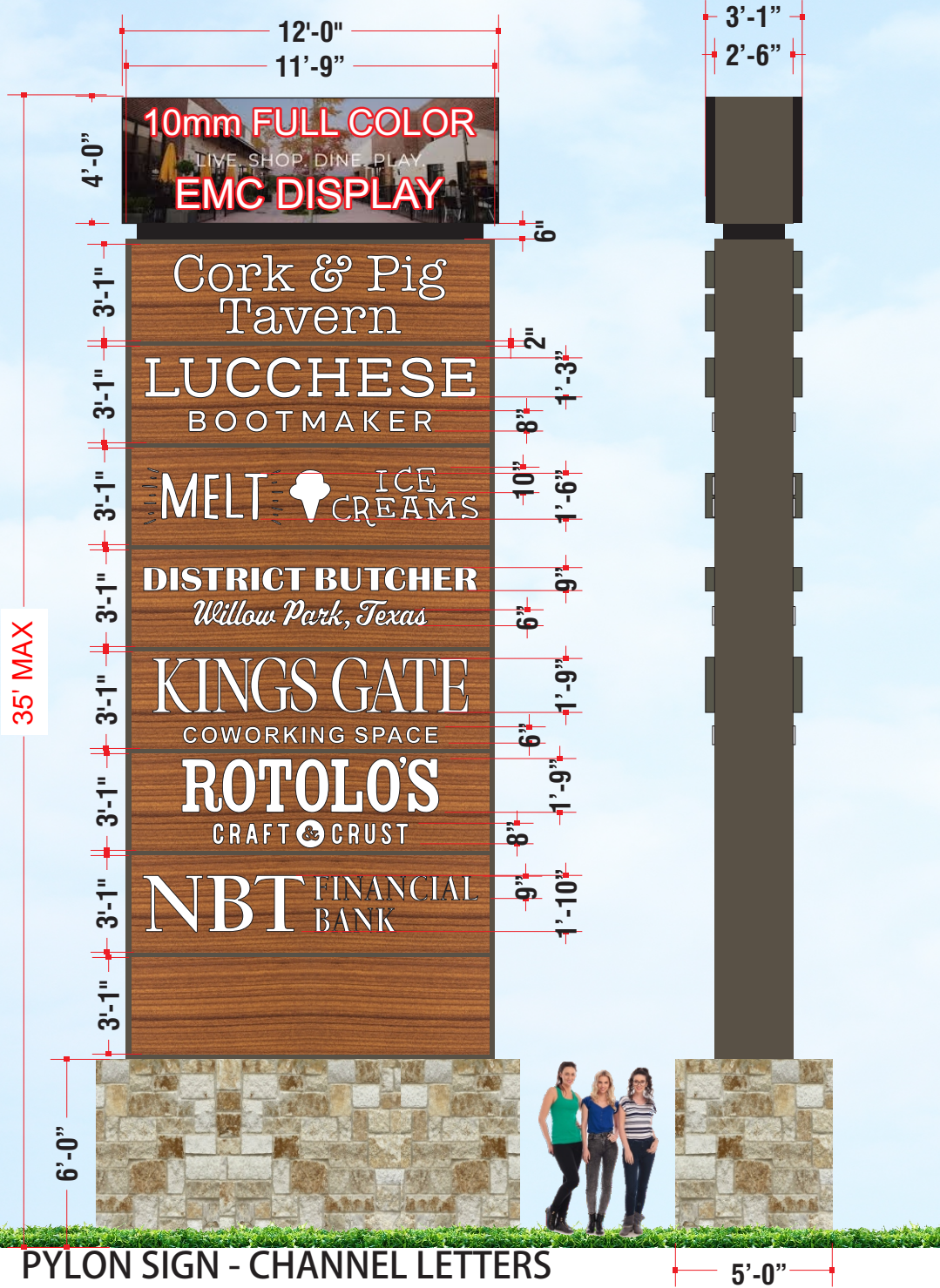
- Aerial of Property
- Sign Design
- Dedicated Easement for off-premises sign

RECOMMENDED MOTION:

Motion to approve Specific Use Permit, contingent upon filing of the Dedicated Easement to Parker County Clerk’s Office.



OPTION 1



PYLON SIGN - CHANNEL LETTERS

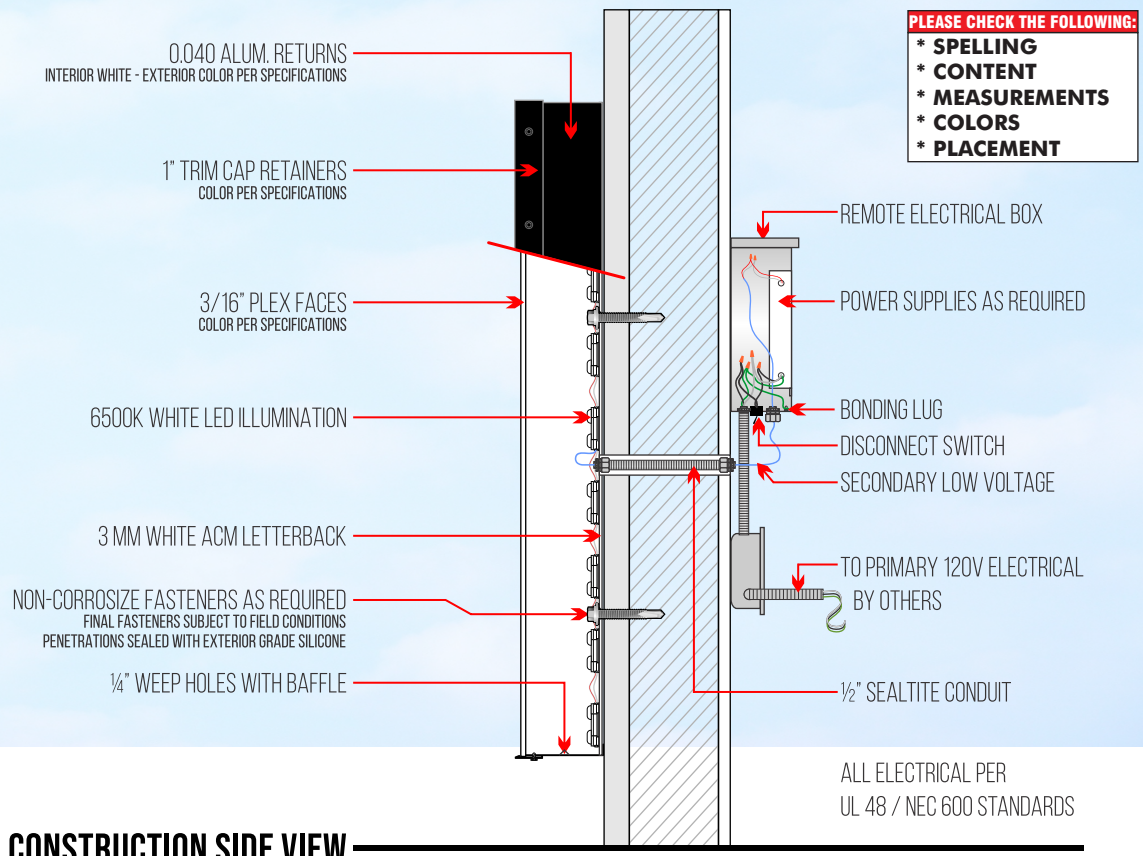
ONE (1) SET - D/F

**CITY AND LANDLORD APPROVAL
REQUIRED BEFORE PRODUCTION**

SCALE 3/16" = 1'

CONCEPT DRAWING NOT FOR PRODUCTION

PERSPECTIVE



PLEASE CHECK THE FOLLOWING:
* SPELLING
* CONTENT
* MEASUREMENTS
* COLORS
* PLACEMENT

ALL ELECTRICAL PER
UL 48 / NEC 600 STANDARDS

ACTUAL COLORS WILL VARY PER DRAWING SPECIFICATIONS

SCOPE OF WORK:
FABRICATE & INSTALL (1) ONE SET
FRONT ILLUMINATED LED CHANNEL LETTERS

LED CHANNEL LETTERS DIRECT MOUNT ON PANELS	
.040 5" ALUMINUM RETURNS	BRONZE
3mm ALUPANEL BACKS	WHITE
3/16" ACRYLIC FACES	WHITE
1" JEWELITE TRIM CAP	BRONZE
CLASS 2 LEDS & POWER SUPPLY	WHITE
1/2" ACRYLIC PUSH THRU (small copy)	WHITE
3M VINYL -	

430 MID CITIES BLVD. HURST, TX 76054
817-576-4435 — www.elitesignsofexas.com

LANDLORD APPROVAL

THE UNDERSIGNED CONSENTS TO THE INSTALLATIONS AND MAINTENANCE OF THIS SIGN ON MY PROPERTY IN ACCORDANCE WITH THE AGREEMENT BETWEEN ELITE SIGNS. AND MY TENANT(S) AND ANY EXTENSION, RENEWALS, OR MODIFICATIONS THEREOF.

X _____
(Property Owner/Authorized Agent Signature) Date

CLIENT APPROVAL

THIS DRAWING IS THE PROPERTY OF GIANT SIGN AND ALL RIGHTS TO ITS USE FOR REPRODUCTION ARE RESERVED BY GIANT SIGN.

X _____
(Client Signature) Date

GENERAL DISCLAIMER: ALL SIGNS TO BE MANUFACTURED AND INSTALLED IN ACCORDANCE WITH LOCAL AND STATE REGULATIONS. THIS DRAWING IS THE PROPERTY OF ELITE SIGNS. IT SHALL NOT BE PRODUCED, COPIED OR DISTRIBUTED WITHOUT AUTHORIZATION OF ELITE SIGNS.

RENDERING APPROVAL: PLEASE CAREFULLY REVIEW ALL DRAWINGS AND MATERIAL SPECIFICATIONS COLOR SAMPLES CAN BE PROVIDED UPON REQUEST. ALL PDF FILES ARE APPROXIMATE REPRESENTATIONS.

PLEASE READ CAREFULLY BEFORE FINAL APPROVAL: REVIEW ALL FILES AND CHECK FOR ALL ERRORS. PLEASE REVIEW ALL SPELLING, MATERIAL AND COLOR SPECIFICATIONS, AND INSTALLATION NOTES. CHANGES AFTER APPROVAL AND THE START OF MANUFACTURING MAY INCUR ADDITIONAL CHARGES. BY SIGNING THIS PROOF YOU ARE ACKNOWLEDGING THAT YOU HAVE READ AND FULLY REVIEWED ALL DRAWINGS, PROPOSALS, AND ELITE SIGNS TERMS AND CONDITIONS.

CLIENT: Willow Park North Date 12/23/23

ADDRESS: 5

ARTIST: hg
SALESMAN: VAN
EMAIL: KASEY@ELITESIGNS.COM

Rev 1: 12/05/24
Rev 2: 07/05/25
Rev 3: 11/26/25

Rev 4: 12/11/25
Rev 5: 01/14/26
Rev 6: 02/19/26

P1

Electrical Notes

Power must be provided by customer unless otherwise specified in writing. Access to back side of fascia is required for installation. Each sign location must have:

1. Primary electrical of 120V.
2. J-box installed within 6 feet of sign.

Otherwise, customer is responsible for the power connection to the sign.

EXHIBIT "A"

BEING a tract of land situated in the I. Headley Survey, Abstract No. 619, City of Willow Park, Parker County, Texas, being part of Lot 8R1, Block B, Crowne Pointe Addition, according to the plat thereof recorded in Cabinet E, Slide 323, of the Plat Records, Parker County, Texas, with the subject tract being more particularly described as follows:

BEGINNING at a point at the southeast corner of Lot 8R1, also being the southwest corner of Lot 9R1, Block B, Crowne Pointe Addition, same being the north line of Interstate Highway 20, a variable width right-of-way, from which a 1/2" iron rod with plastic cap found for the southwest corner of said Lot 9R1 bears S 70°29'46" W, 369.30 feet;


THENCE around a curve to the right having a central angle of 00°03'01", a radius of 11,378.15 feet, a chord of N 69°32'28" W – 10.00 feet, an arc length of 10.00 feet;

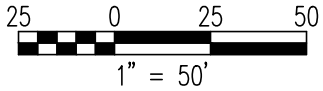
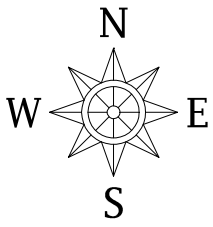
THENCE N 21°31'47" E, 35.00 feet;

THENCE S 69°32'28" E, 10.00 feet to a point along an common west line of Lot 9R1;

THENCE along said common line of Lot 9R1, S 21°31'47" W, 35.00 feet to the POINT OF BEGINNING with the subject tract containing 350 square feet or 0.008 acres of land.

PAGE 1 OF 2

				SIGN EASEMENT									
				I. HEADLEY SURVEY, A-619									
<table border="1"> <tr> <td>Drawn:</td> <td>Checked:</td> <td>Date</td> <td>Job No.</td> </tr> <tr> <td>JDH</td> <td>DB</td> <td>6/8/26</td> <td>23-027</td> </tr> </table>				Drawn:	Checked:	Date	Job No.	JDH	DB	6/8/26	23-027	CITY OF WILLOW PARK	
				Drawn:	Checked:	Date	Job No.						
JDH	DB	6/8/26	23-027										
				PARKER COUNTY, TEXAS									



Basis of bearing: State Plane
Coordinate System, Texas North
Central Zone 4202, North
American Datum of 1983.
Adjustment Realization 2011.

Lot 13, Block B
PARK / GREEN SPACE
CROWN POINTE ADDITION
CAB. E, SLIDE 323
PRPCT

10' Utility Esmt.
Cab. D, Slide 451
PRPCT

10' Utility Esmt. Cab. E, Slide 323 PRPCT

Lot 8R2, Block B
CROWN POINTE
ADDITION
CAB. E, SLIDE 323
PRPCT

"X" Fnd.
in conc.

25' Mutual Access & Fire Lane Esmt.
Cab. E, Slide 323 PRPCT

Lot 8R1, Block B
CROWN POINTE ADDITION
CAB. E, SLIDE 323
PRPCT

10' Sanitary
Sewer Esmt.
Cab. E, Slide 323
PRPCT

10' Sanitary
Sewer Esmt.
Cab. E, Slide 323
PRPCT

24' Mutual Access
& Fire Lane Esmt.
Cab. E, Slide 323
PRPCT

Lot 9R1, Block B
CROWN POINTE ADDITION
CAB. E, SLIDE 323
PRPCT

I. HEADLEY SURVEY
ABSTRACT NO. 619

Sign Easement

0.008 Ac.
(350 S.F.)

N 21°31'47" E ~ 35.00'

S 69°32'28" E ~ 10.00'
S 21°31'47" W ~ 35.00'

R=11378.15'
D=0°03'01"
L=10.00'
CB=N 69°32'28" W
CD=10.00'

5/8" CIRF

10' Texas Gas Esmt.
Vol. 2750, Pg. 1357
DRPCT

S 70°29'46" E ~ 369.30'
to 1/2" CIRF "SPIARS"
Interstate Highway 20
Variable Width ROW

POINT OF BEGINNING

PAGE 2 OF 2



SIGN EASEMENT
I. HEADLEY SURVEY, A-619
CITY OF WILLOW PARK
PARKER COUNTY, TEXAS



PRELIMINARY

DARREN K. BROWN, R.P.L.S. 52

CITY OF WILLOW PARK, TEXAS
ORDINANCE NO. _____

AN ORDINANCE OF THE CITY OF WILLOW PARK, TEXAS ORDERING A SPECIAL ELECTION TO BE HELD IN THE CITY OF WILLOW PARK ON NOVEMBER 3, 2026, FOR THE PURPOSE OF SUBMITTING TO THE QUALIFIED VOTERS OF THE CITY A PROPOSITION TO APPROVE THE ADOPTION OF A HOME RULE CHARTER; TO ENTER INTO A JOINT ELECTION CONTRACT WITH PARKER COUNTY TO CONDUCT THE SPECIAL ELECTION ON BEHALF OF THE CITY OF WILLOW PARK; DESIGNATING THE PLACE AND MANNER OF HOLDING THE ELECTION; PROVIDING FOR THE POSTING AND PUBLICATION OF NOTICE; PROVIDING A SAVINGS CLAUSE; PROVIDING AN OPEN MEETINGS CLAUSE; AND PROVIDING AN EFFECTIVE DATE

WHEREAS, the City Council desires to order a Special Election on November 3, 2026, for the purpose of submitting to the voters a proposition to adopt a Home Rule Charter in accordance with Section 9.003 of the Texas Local Government Code; and

WHEREAS, pursuant to Section 9.002(d)(1)(A) and (2) of the Texas Local Government Code, Council selected a charter commission in 2025, and the charter commission proceeded with formation of a Home Rule Charter for the City; and

WHEREAS, the Home Rule Charter Commission submitted the final proposed Home Rule Charter to the City Council on February 10, 2026; and

WHEREAS, under Texas Local Government Code §9.003, the City Council is required to submit the charter prepared by the charter commission to the qualified voters of the municipality at an election to be held on the first authorized uniform election date that allows sufficient time to comply with the Texas Election Code and other law, and which occurs on or after the 40th day after the charter commission completes its work; and

WHEREAS, the City Council now seeks to proceed with the ordering of a special municipal election on Tuesday, November 3, 2026, the next uniform election date, and appointing certain election officers required for the conduct of the election, and the City has deemed it advisable to call the election hereinafter ordered; and

WHEREAS, the City Council has authority pursuant to Chapter 31, Texas Election Code, Section 31.092, to enter into an election services contract with Parker County to furnish certain election services; and

WHEREAS, this Ordinance complies in all respects to the Texas Election Code and Chapter 9 of the Texas Local Government Code.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF WILLOW PARK, TEXAS:

I. INCORPORATION OF PREMISES

The above and foregoing premises are hereby declared true and accurate and are incorporated as is set forth fully herein.

II. SPECIAL ELCTION ADOPTION OF HOME RULE CHARTER

The City Council hereby approves the proposed Home Rule Charter set forth in its entirety in Exhibit "A," attached to and made part of this Ordinance for all purposes. That a special election shall be held on November 3, 2026, election date to submit the question of adoption of the municipality's first Home-Rule Charter to the qualified voters of the City of Willow Park, Texas.

III. CALL OF ELECTION; DATE; HOURS

The City Council of Willow Park, Texas, hereby calls a special election with Parker County, Texas, as prescribed by the Texas Election Code, and the election shall be held at 801 Santa Fe Dr., Weatherford, Texas, on the 3rd of November 2026, from 7:00 a.m. until 7:00 p.m.

IV. VOTING PRECINCTS; POLLING PLACE; HOURS

V.

That portion of Parker County Election Precincts 410, 415, 425 and 435 within the territory of the City is hereby designated as the voting precinct of the City in compliance with Texas Election Code section 42.0621. The precinct number for the City's election precincts shall be the corresponding number for the Parker County Election Precincts located within the territorial boundaries of the City. The Polling Places of the City for the Election shall be the regular county polling places in Parker County. The poll at the designated polling place on Election Day shall be open from 7:00 a.m. until 7:00 p.m.

The voting precincts and polling places of the City for the special election will be determined by the Parker County Elections Administrator, as identified in the Contract, as amended, and Notice of Election.

VI. JOINT ELECTION AGREEMENT AND CONTRACT FOR ELECTION SERVICES

(a) The Election shall be conducted in accordance with the Election Code under the jurisdiction of the Parker County Elections Administrator (the "Election Administrator"), pursuant to a Joint Election Agreement and Contract for Election Services, as amended, previously executed, approved, and entered with Parker County, and other participating entities, as described in the Contract approved by the City Council as reflected in Willow Park Ordinance No. _____

(b) As set out in the Contract attached and incorporated into Ordinance No. _____ the City Manager or designee is authorized to amend or supplement any and all contracts for the administration of the Election, including without limitation the Joint Election Agreement and Contract for Election Services, to the extent required for the Election to be conducted in an efficient and legal manner as determined by the Election Administrator and in accordance with the Election Code and the Local Government Code.

VII. CONDUCT OF SPECIAL ELECTION; BALLOTS; APPOINTMENT OF ELECTION OFFICERS

(a) The Elections Administrator is hereby authorized and instructed to provide and furnish all necessary election supplies to conduct the election. Voting at the Election shall be by use of electronic system ballots. Preparation of the official ballots for the Election shall conform to the requirements of the Texas Election and Local Government Codes. The official ballots for the Home Rule Charter election shall be prepared in accordance with the Texas Election and Local Government Codes and all applicable laws to permit the electors to vote "FOR" or "AGAINST" the proposed Charter. Pursuant to Section 9.00J(c) of the Texas Local Government Code, as amended, the Charter Commission determined it to be impracticable to submit the proposed Charter to the voters by subject, therefore, the ballot language shall be as follows:

(b) *The City of Willow Park shall adopt the proposed Home Rule Charter. (La Ciudad de Willow Park aprobara la propuesta Carta de Autonomia.)*

(c) *FOR*
(A FAVOR)

(d) *AGAINST*
(EN CONTRA)

(e) The Election shall be conducted by election officers, in accordance with the Texas Election Code and the Constitution and laws of the State of Texas and United States of America. The Parker County Elections Administrator shall appoint the persons to serve as the Presiding Election Judge and Alternate Presiding Election Judge for each voting precinct for the Election. The Presiding Election Judge and the Alternate Presiding Election Judge for the voting precinct shall be qualified voters of such precinct or otherwise eligible to serve pursuant to Election Code, Chapter 271. The Presiding Election Judge may appoint the number of election clerks to assist the Judge in the conduct of the Election at the polling place as agreed upon in the Parker County Contract for Election Services. The Alternate Presiding Judge may be appointed as a clerk. The Alternate Presiding Election Judge may serve as the Presiding Election Judge for the precinct in the absence of the Presiding Election Judge. The Presiding and Alternate Election Judge and election clerks shall be compensated at the hourly rate agreed upon in the Parker County Contract for Election Services. Compensable hours shall be determined in accordance with the provisions of the Texas Election Code and other applicable laws.

VIII. EARLY VOTING BY MAIL

The City Council hereby appoints the Elections Administrator of Parker County, Texas, as Regular Early Voting Clerk. Ballot applications and ballots voted by mail shall be addressed to the Early Voting Clerk at the address indicated immediately below:

Jenise Miller

Early Voting Clerk
1112 Santa Fe Drive
Weatherford, TX 76086

Applications for ballot by mail must be received no later than 5:00 p.m. on April 20, 2026.

IX. EARLY VOTING BY PERSONAL APPEARANCE; EARLY VOTING BALLOT BOARD.

(a) Early voting by personal appearance shall be conducted from _____, thru _____ Times and locations will be determined as set by the Parker County Elections Administrator is the Early Voting Clerk as identified in the Contract and Notice of Election.

(b) The Parker County Election Administrator shall appoint an Erly Voting Ballot Board to count and return early voting ballots.

(c) Early voting location and times may be changed, or additional early voting locations may be added by the Parker County Elections Administrator without further action of the City Council or amendment to this Ordinance, as is necessary for the proper conduct of the Election.

X. ELECTION INFORMATION TO BE PROVIDED IN THE SPANISH LANGUAGE

To the extent required by law, all notices, ballots, and other written materials pertaining to the Election shall be translated into and furnished to voters in both the English language and the Spanish language in order to aid and assist voters speaking Spanish as a primary or an alternative language to properly participate in the election process.

XI. NOTICE OF ELECTION

Notice of the special election shall be given as required by the Election Code and the Local Government Code. The City Secretary shall cause the proposed Charter to be mailed to all eligible voters in English and in Spanish. The City Secretary shall also cause the Notice of Election to be published one time in the English and Spanish languages, in a newspaper published in the territory that is covered by the Election and is in the jurisdiction of the City. The notice shall be published not earlier than the 30th day or later than the 10th day before the Election, as required by section 4.003 of the Election Code. Notice of the Election shall also be posted on the bulletin board on which the City Council posts notices of its meetings not later than the 21st day before the Election. The contents of the Notice of Election shall comply with the requirements of the Election and Local Government Codes. The Notice of Election shall be delivered to the Parker County Clerk not later than the 60th day before the Election.

XII. AUTHORITY OF MAYOR

XIII.

(a) The Mayor and City Secretary, in consultation with the City Attorney, shall have the authority to take, or cause to be taken, all actions necessary to comply with the provisions of the Texas Election Code as reasonable and necessary to ensure the Election is fairly held and returns counted and tabulated for canvass by the City Council, which actions are hereby ratified and confirmed.

XIV. INCONSISTENT PROVISIONS

All ordinances or parts of ordinances in force when the provision of this Ordinance becomes effective which are inconsistent or in conflict with the terms and provisions contained in this Ordinance are hereby repealed only to the extent of such conflict.

XV. GOVERNING LAW/QUALIFIED VOTERS

The special election shall be held in accordance with the Constitution of the State of Texas, the Election Code, and Chapter 9 of the Texas Local Government Code, and all residents qualified voters of the City shall be eligible to vote at the election.

XVI. SEVERABILITY

Should any part, sentence or phrase of this Ordinance be determined to be unlawful, void, or unenforceable, the validity of the remaining portions of this Ordinance shall not be adversely affected. No portion of this Ordinance shall fail or become inoperative because of the invalidity of any other part. All provisions of this Ordinance are declared to be severable.

XVII. PROPER NOTICE AND MEETING

It is hereby officially found and determined that the meeting at which this Ordinance was passed was open to the public and that public notice of the time, place and purpose of said meeting was given as required by the Open Meetings Act, Chapter 551 of the Texas Government Code.

XVIII. EFFECTIVE DATE

This Ordinance is effective immediately upon its passage and approval.

DULY PASSED AND APPROVED BY THE CITY COUNCIL OF THE CITY OF WILLOW PARK, THIS _____ DAY OF _____ 2026.

Teresa Palmer, Mayor

ATTEST:

Deana McMullen, City Secretary

DRAFT



RECEIVED
 10/12/26
 [Signature]

Jenise "Crickett" Miller
 ELECTIONS ADMINISTRATOR
 Parker County, TX
 PO BOX 639, Weatherford, 76086
 817-598-6185

Checklist for Entities Holding Election on November 3, 2026

- **AUGUST 17, 2026**, Last day to order election and last day to file for General Election
 Email Order of Election to Parker County Election's Office, type of election (General and/or Special) crickett.miller@parkercountytexas.com
- **AUGUST 18, 2026**, Street index list of the entity due to Crickett or Amy Gregory (amy.gregory@parkercountytexas.com). If your entity is countywide, you do not have to supply a street list to us.
- **AUGUST 18, 2026**, Contract and deposit due to Parker County Elections Office – PO Box 369, Weatherford, TX 76086
- **AUGUST 24, 2026, by 1 PM** Email ballot title of races, candidate names and order of position beside each name or list them in the order needed on the ballot – *You may send the ballot wording sooner*
- Once Parker County receives proof of the ballots, proof will be emailed to each entity to review and request changes and/or sign off (this may occur several times until all ballots are correct).
- Once Parker County receives audio proof of the ballot, audio files will be emailed to each entity to listen to and request changes and/or sign off
- Bond election notices Due to Parker County Election Office by **SEPTEMBER 28, 2026**
- If you have an attorney helping with bond election please email Crickett the name of attorney, email and phone number
- Last day to register to vote: **OCTOBER 5, 2026**
- Last day to request ballot by mail (Received in office): **October 23, 2026, 5:00 pm.**

Checklist for AFTER the Election

- Canvass date set on or after: **NOVEMBER 11, 2026**
- Canvass Packet will be ready at noon: **NOVEMBER 11, 2026, BY 10:00 am**
- Last day to canvass results: **NOVEMBER 16, 2026**
- Final Invoice from the Elections Administrator will be emailed and mailed after the election.
 Return payment to Parker County Elections PO Box 639, Weatherford, TX 76086
- If refund from deposit is due to an entity, an email will be sent to inform you of the amount being returned.

Amy Gregory
 (817) 598-6031
amy.gregory@parkercountytexas.com

Jenise "Crickett" Miller
 (817) 598-6028
crickett.miller@parkercountytexas.com

Jenise "Crickett" Miller
ELECTIONS ADMINISTRATOR
Parker County, TX
1112 Santa Fe Drive, Weatherford, 76086
PO BOX 639, Weatherford, 76086
817-598-6185



June 9, 2026

Thank you for considering contracting with Parker County to conduct your election on November 3, 2026. Attached you will find the Election Services Contract and a checklist for your review and completion.

The contract includes the Early Voting and Election Day dates and hours, as well as an estimated cost for the election. Please note that Election Day polling locations have not yet been finalized. If any polling site changes occur, we will notify all participating entities as soon as possible.

The election cost provided in the contract is an estimate only. Because the number of participating entities is unknown until after the election order deadline, it is difficult to determine exact costs in advance. Following the election, final costs will be calculated and an invoice for any remaining balance due will be emailed to your entity. If a refund is owed, an invoice reflecting the refund amount will be provided.

Please return the signed contract along with the required 75% deposit on or before August 18, 2026. If your entity has not yet determined whether it will call an election, we ask that you wait to submit the deposit until after the final candidate filing deadline.

Important Notice – Section XV: Miscellaneous Provisions - The Parker County Elections Office must receive an updated street index (list) for your entity, including address ranges, **no later than August 18, 2026**. Earlier submission is appreciated and will assist us in preparing for the election.

Canvass paperwork will be available beginning at 10:00 a.m. on **November 11, 2026**. Please do not schedule your canvass before that date. If you would prefer to receive your canvass report by mail, please let us know. Otherwise, canvass reports will be distributed via email.

As always, if you have any questions, please do not hesitate to contact the Elections Office. We appreciate the opportunity to work with your entity and look forward to assisting with a successful election.

Jenise "Crickett" Miller

Jenise "Crickett" Miller
ELECTIONS ADMINISTRATOR
Parker County



THE STATE OF TEXAS
COUNTY OF PARKER

JOINT ELECTION AGREEMENT AND CONTRACT FOR ELECTION SERVICES

THIS CONTRACT for election services is made by and between Parker County Elections Administrator and the following political subdivisions.

Independent School Districts

- ALEDO
- AZLE
- BROCK
- GARNER
- GRANBURY
- LIPAN
- MILLSAP
- MINERAL WELLS
- PEASTER
- POOLVILLE
- PERRIN-WHITT
- SPRINGTOWN
- WEATHERFORD

Cities

- ALEDO
- ANNETTA
- ANNETTA NORTH
- ANNETTA SOUTH
- AZLE
- BROCK
- COOL
- CRESSON
- DENNIS
- FORT WORTH
- HUDSON OAKS
- MILLSAP
- MINERAL WELLS
- PEASTER
- PERRIN WHITT CISD
- RENO
- SANCTUARY
- SPRINGTOWN
- WEATHERFORD
- WILLOW PARK

Emergency Service Districts

- No. 1
- No. 3
- No. 6
- No. 7
- No. 8
- No. 9

College

WEATHERFORD COLLEGE

Hospital

PARKER COUNTY HOSPITAL DISTRICT

MUD

CRESSON CROSSROADS MUD #2

SUD

WALNUT CREEK SPECIAL UTILITU DISTRICT
SANTO SPECIAL UTILITY DISTRICT

APPRAISAL DISTRICT

PARKER COUNTY



This contract is made pursuant to Texas Election Code Sections 31.092 and 271.002 and Texas Education Code Section 11.0581 for a joint **NOVEMBER 3, 2026**, election to be administered by Jenise “Crickett” Miller, Parker County Elections Administrator, hereinafter referred to as “Elections Administrator.”

RECITALS

Each participating authority listed above plans to hold a special or general election **NOVEMBER 3, 2026**.

The county owns an electronic voting system, the HART InterCivic Verity DUO Voting System (Version 2.7), which has been duly approved by the Secretary of State pursuant to Texas Election Code Chapter 122 as amended, and is compliant with the accessibility requirements for persons with disabilities set forth by Texas Election Code Section 61.012. The contracting political subdivisions desire to use the County’s electronic voting system and compensate the County for such use and to share in certain other expenses connected with joint elections in accordance with the applicable provisions of Chapters 31 and 271 of the Texas Election Code, as amended.

NOW THEREFORE, in consideration of the mutual, agreements, and benefits to the parties, IT IS AGREED as follows:

I: ADMINISTRATION

The parties agree to hold a “Joint election” with Parker County and each other in accordance with chapter 271 of the Texas Election Code and this agreement. The Parker County Elections Administrator shall coordinate, supervise, and handle all aspects of administering the joint Election as provided in this agreement. Each participating authority agrees to pay the Parker County Elections Administrator for equipment, supplies, services, and administrative costs as provided in this agreement. The Parker County Elections Administrator shall serve as the administrator for the Joint Election; however, each participating authority shall remain responsible for the decisions and actions of its officers necessary for the lawful conduct of its election. The Elections Administrator shall provide advisory services in connection with decisions to be made and actions to be taken by the officers of each participating authority as necessary.

It is understood that other political subdivisions may wish to participate in the use of the County’s electronic voting system and polling places, and it is agreed that the Elections Administrator may enter into other contracts for election services for those purposes on terms and conditions generally similar to those set forth in this contract. In such cases, costs shall be pro-rated among the participants according to Section XI of this contract.

At each polling location, joint participants shall share voting equipment and supplies to the extent possible. The participating parties shall share a mutual ballot in those polling locations where jurisdictions overlap. However, in no instance shall a voter be permitted to receive a ballot containing an office or proposition stating a measure on which the voter is ineligible to vote. Multiple ballot styles shall be available in those shared polling locations where jurisdictions do not overlap.



II: LEGAL DOCUMENTS

Each participating authority shall be responsible for the preparation, adoption, and publication of all required election orders, resolutions, and other pertinent documents required by the Texas Election Code and/or the participating authority’s governing body, charter, or ordinances, except that the Elections Administrator shall be responsible for the preparation and publication of all voting system testing notices and election notice’s that are required by the Texas Election Code.

Preparation of the necessary materials for the notices and the official ballot shall be the responsibility of each participating authority, including translation to Spanish. Each participating authority shall provide a copy of their respective election orders and notices to Parker County Elections Administrator.

III: POLLING LOCATIONS

The Elections Administrator shall select and arrange for the use of and payment for all Election Day polling locations. Polling locations will be, whenever possible, the usual polling location for each election precinct in elections conducted by the county, and shall be compliant with the accessibility requirements established by Texas Election Code Section 43.034 and the Americans with Disabilities act (ADA). The proposed EARLY VOTING polling locations are listed in Exhibit A of this Agreement. In the event that a polling location is not available or appropriate, the Elections Administrator will arrange for use of an alternate location with the approval of the affected participating authorities. The Elections Administrator shall notify the participating authorities of any changes from the polling locations listed in Exhibit A.

If polling locations for the **NOVEMBER 3, 2026** joint election are different from the polling locations used by a participating authority in its most recent election, the Elections Administrator agrees to post a notice no later than **OCTOBER 30, 2026** at the entrance to any previous polling places in the jurisdiction stating that the polling location has changed and stating the political subdivisions’ polling location name and address in affect for the **NOVEMBER 3, 2026**. This notice shall be written in both English and Spanish languages.

IV: ELECTION JUDGES, CLERKS, AND OTHER PERSONNEL

Parker County shall be responsible for the appointment of the presiding judge and alternate judge for each polling location. The Elections Administrator shall make emergency appointments of the election officials if necessary.

Upon request by the Elections Administrator, each participating authority agrees to assist in recruiting polling location officials who are bilingual (fluent in both English and Spanish). In compliance with the Federal Voting Rights Act of 1965, as amended, each polling location containing more than 5% Hispanic populations as determined by the 2020 Census shall have one or more election officials who are fluent in both English and Spanish languages. If a presiding judge is not bilingual, and is unable to appoint a bilingual clerk, the Elections Administrator may recommend a bilingual worker for the polling location. If the Elections Administrator is unable to recommend or recruit a bilingual worker, the participating authority or authorities served by the polling location shall be responsible for recruiting a bilingual worker for translation services at that polling location.



The Elections Administrator shall notify all election judges of the eligibility requirements of Subchapter C of Chapter 32 of the Texas Election Code, and will take the necessary steps to ensure that all judges appointed for the Joint Election are eligible to serve.

The Elections Administrator shall arrange for the training and compensation of all election judges and clerks. The Elections Administrator shall arrange for the date, time, and place for presiding judges to pick up their election supplies. Each presiding election judge will be sent a letter from the Elections Administrator notifying them of his/her appointment, the time and location of training and distribution of election supplies, and the number of election clerks that the presiding judge may appoint.

Each election judge and clerk will receive compensation at the hourly rate established by Parker County pursuant to Texas Election Code Section 32.091. The election judge will receive an additional sum of \$25.00 for picking up the election supplies prior to the Election Day and for returning the supplies and equipment to the central counting station after the polls close.

Election judges and clerks who attend voting equipment training and /or procedures training shall be compensated at the same hourly rate that they are to be paid on Election Day.

The Election Administrator may employ other personnel necessary for the proper administration of the election, including such part time help as is necessary to prepare for the election to ensure the timely delivery of supplies during early voting and on Election Day, and for the efficient tabulation of ballots at the central counting station. Part Time personnel working as members of the Early Voting Ballot Board and/or central counting station on election night will be compensated at the hourly rate set by Parker County in accordance with Election Code Sections 87.005, 127.004, and 127.006.

V: PREPARATION OF SUPPLIES AND VOTING EQUIPMENT

The Elections Administrator shall arrange for all election supplies and voting equipment including, but not limited to, official ballots, sample ballots, voter registration lists, and all forms, signs, maps, and other materials used by the election judge at the polling locations. The Elections Administrator shall ensure availability of tables, and chairs at each polling place and shall procure rented tables and chairs for those polling locations that do not have tables or chairs.

At each polling location, joint participants shall share voting equipment and supplies to the extent possible. The participating parties shall share a mutual ballot in those precincts where jurisdictions overlap. However, in no instance shall a voter be permitted to receive a ballot containing an office or proposition stating a measure on which the voter is ineligible to vote. Multiple ballot styles shall be available in those shared polling locations where jurisdictions do not overlap. The Elections Administrator shall provide the necessary voter registration information, instructions, and other information needed to enable the election judges in the polling locations that have more than one ballot style to conduct proper elections.

Each participating authority shall furnish the Elections Administrator a list of candidates and/or propositions showing the order and the exact manner in which the candidate name and/or propositions are to appear on the official ballot (including titles and text in each language in which the authority's ballot is to be printed). Each participating authority shall be responsible for proofreading and approving the ballot insofar as it pertains to that authority's candidates and/or propositions.

The Elections Administrator shall be responsible for the preparation, testing and delivery of the voting equipment for the election as required by Texas Election Code.



The Elections Administrator shall conduct criminal background checks on relevant employees upon hiring as required by Texas Election Code Section 129.051(g).

IV: EARLY VOTING

The participating authorities agree to conduct joint early voting and to appoint the Elections Administrator as the Early Voting clerk in accordance with Sections 31.097 and 271.006 of the Texas Election Code. Each participating authority agrees to appoint the Elections Administrator’s permanent county employees as deputy early voting clerks. The participating authorities further agree that the Elections Administrator may appoint other deputy early voting clerks to assist in the conduct of early voting necessary, and that these additional deputy early voting clerks shall be compensated at an hourly rate set by Parker County pursuant to Section 83.052 of the Texas Election Code. Deputy early voting clerks who are permanent employees of the Parker County Elections Administrator or any participating authority shall serve in that capacity without additional compensation.

Early Voting by personal appearance will be held at the polling locations, dates, and times listed in Exhibit “A” of this document and shall be the Early Voting sites to be used in the Parker County GENERAL/SPECIAL ELECTION to be held on **NOVEMBER 3, 2026**. Any qualified voter of the Joint Election may vote early by personal appearance at any of the joint early voting locations.

As Early Voting Clerk, the Elections Administrator shall receive applications for early voting ballots to be voted by mail in accordance with Chapters 31 and 86 of the Texas Election Code. Any requests for early voting ballots to be voted by mail received by the participating authorities shall be forwarded immediately by fax or courier to the Elections Administrator for processing.

The Elections Administrator shall provide each participating authority a copy of the early voting report on a daily basis and a cumulative final early voting report following the election. In accordance with Section 87.121 (g) of the Texas Election Code, the daily reports showing the previous day’s early voting activity will be distributed to each authority no later than 5pm each business day if requested in writing.

VII: EARLY VOTING BALLOT BOARD

Parker County shall appoint an Early Voting Ballot Board (EVBB) to process early voting results from the Joint Election. The Presiding Judge, with the assistance of the Elections Administrator, shall appoint two or more additional members to constitute the EVBB. The Elections Administrator shall determine the number of EVBB members required to efficiently process the early voting ballots.

VIII: CENTRAL COUNTING STATION AND ELECTION RETURNS

The Elections Administrator shall be responsible for establishing and operating the central counting station to receive and tabulate the voted ballots in accordance with the provisions of the Texas Election Code and of this agreement.



Parker County hereby in accordance with Sections 127.002, 127.003 and 127.005 of the Texas Election Code, appoint the following central counting station officials:

Early Voting Clerk:	Jenise "Crickett" Miller
Central Counting Station Manager:	Jenise "Crickett" Miller
Tabulation Manager:	Stacey Bryan
Assistant Tabulation Supervisor:	Amy Gregory
Central Count Assistants:	Lori Williams
	Angie Hudson

The counting station manager or his/her representative shall deliver timely cumulative reports of the election results as precincts report to the central count station. The manager shall be responsible for releasing unofficial cumulative totals and precinct returns from the election to the joint participants, candidates, press, and general public on the Parker County Elections Website (www.parkercountytexas.com/482/Election-Results). To ensure the accuracy of reported election returns, results printed on the tapes produced by Parker County's voting equipment will not be released to the participating authorities at the remote collection sites or by phone from individual polling locations.

The Elections Administrator will prepare OFFICIAL canvass reports that are necessary for the compliance with Texas Election Code Section 67.004 after all precincts have been counted and will deliver a copy of these OFFICIAL canvass reports to each participating authority as soon as possible after all returns have been tabulated. Each participating authority shall be responsible for the official canvass of its respective election(s).

The Elections Administrator will prepare the electronic precinct by precinct results for uploading to the Secretary of State as required by section 67.017 of the Texas Election Code.

The Elections Administrator shall be responsible for conducting the Post-Election Hand Count Audit (formerly known as the Partial Manual Count – changed by Senate Bill 827, effective Sept. 1, 2025) required by Section 127.201 of the Texas Election Code.

IX: PARTICIPATING AUTHORITIES WITH TERRITORY OUTSIDE PARKER COUNTY

Each participating authority must contract with every county their territory falls within according to the Texas Election Code.

X: RUN-OFF ELECTIONS

Each participating authority shall have the option of extending the terms of this agreement through its run-off election, if applicable. In the event of such run-off election, the terms of the agreement shall automatically extend unless the participating authority notifies the Elections administrator in writing within 3 business days of the original election.

Each participating authority shall reserve the right to reduce the number of early voting and /or Election Day polling locations in a run-off election. If necessary, any voting changes (polling locations) made by a participating authority between the original election and the run-off election shall be submitted by the authority making the change to the United States Department of Justice for the preclearance required by the Federal Voting Rights Act of 1965, as amended.



Each participating authority agrees to order any run-off election(s) at or before its meeting for canvassing the votes from the **NOVEMBER 3, 2026**, election and to conduct its drawing for ballot positions at or immediately following such meeting in order to expedite preparations for its run-off election. Runoff date will be **TBD**, if runoff is needed.

Each participating authority eligible to hold run-off elections agrees that the date of the run-off election, if necessary, shall be determined jointly by the participating authority(ies) and the Elections Administrator.

XI: ELECTION EXPENSE AND ALLOCATION OF COSTS

The participating authorities agree to share the costs of administering the Joint Election. Allocation of costs will be estimated and where multiple participants are utilizing polling location, costs will be shared. Costs for Early Voting by Personal Appearance, Early Voting by Mail, and ballot programming shall be allocated based upon the fees agreed to by the participating authorities.

Costs for Early Voting by Mail shall be allocated according to the actual number of ballots mailed to each participating authority's voters.

Each participating authority agrees to pay the Parker County Elections Administrator an administrative fee equal to ten percent (10%) of its total billable costs in accordance with Section 31.100(d) of the Texas Election Code.

The Parker County Elections Administrator shall deposit all funds payable under this contract into the appropriate fund(s) within the county treasurer in accordance with Election Code Section 31.100.

XII: WITHDRAWAL FROM CONTRACT DUE TO CANCELLATION OF ELECTION

Any participating authority may withdraw from this agreement and the Joint Election should it cancel its election in accordance with Sections 2.051-2.053 of the Texas Election Code. The withdrawing authority is fully liable for any expenses incurred by the Parker County Elections Administrator on behalf of the authority plus an administrative fee of ten percent (10%) of such expenses. The minimum fee shall be \$75.00. Any monies over the \$75.00 minimum fee will be due within thirty days of the withdrawal from the contract.

XII: RECORDS OF THE ELECTION

The Elections Administrator is hereby appointed general custodian of the voted ballots and all records of the Joint Election as authorized by Section 271.010 of the Texas Election Code.

Access to the election records shall be available to each participating authority as well as to the public in accordance with applicable provisions of the Texas Election Code and the Texas Public Information Act. The election records shall be stored at the offices of the Elections Administrator or at an alternate facility used for storage of county records. The Elections Administrator shall ensure that the records are maintained in an orderly manner so that the records are clearly identifiable and retrievable.

Records of the election shall be retained and disposed of in accordance with the provisions of Section 66.058 of the Texas Election Code. If records of the election are involved in any pending election contest, investigation, litigation, or open records request, the Elections Administrator shall maintain the records until final resolution or until final judgement, whichever



is applicable. It is the responsibility of each participating authority to bring to the attention of the Elections Administrator any notice of pending election contest, investigation, litigation, or open records request which may be filed with the authority.

XIV: RECOUNTS

A recount may be obtained as provided by Title 13 of the Texas Election Code. By signing this document, the presiding officer of the contracting participating authority agrees that any recount shall take place at the offices of the Elections Administrator, and that the Elections Administrator shall serve as Recount Supervisor, and the participating authority's official or employee who performs the duties of the secretary under the Texas Election Code shall serve as Recount Coordinator.

The Elections Administrator agrees to provide advisory services to each participating authority as necessary to conduct a proper recount.

XV: MISCELLANEOUS PROVISIONS

1. Each participating entity shall be solely responsible for providing the Elections Administrator with a street index along with the ranges for their entity's district for the **NOVEMBER 3, 2026**, election by **AUGUST 18, 2026**.
2. It is understood that to the extent space is available, other districts and political subdivisions may wish to participate in the use of the county's election equipment and polling locations, and it is agreed that the Elections Administrator may contract with such other districts or political subdivisions for such purposes, and that in such event there may be an adjustment of the pro-rata share to be paid to the County by the participating authorities.
3. The Elections Administrator shall file copies of this document within the Parker County Elections Administrator Office, Parker County Auditor, and the Parker County Treasurer in accordance with Section 31.099 of the Texas Election Code.
4. Nothing in this contract prevents any party from taking appropriate legal action against any other party and/or other election personnel for a breach of this contract or a violation of the Texas Election Code.
5. This agreement shall be constructed under and in accordance with the laws of the State of Texas, and all obligations of the parties created hereunder are performable in Parker County, Texas.
6. In the event that one or more of the provisions contained in this agreement shall for any reason be held to be invalid, illegal, or unenforceable in any respect, such invalidity, illegality, or unenforceability shall not affect any other provision hereof, and this agreement shall be constructed as if such invalid, illegal, or unforce able provision had never been contained herein.
7. All parties shall comply with all applicable laws, ordinances, and codes of the State of Texas, all local governments, and other entities with local jurisdiction.
8. The waiver by any party of a breach of any provision of this agreement shall not operate as or be construed as a waiver of any subsequent breach.
9. Any amendments of this agreement shall be of no effect unless in writing and signed by all parties hereto.



XVI: COSTS ESTIMATES AND DEPOSIT OF FUNDS

Each participating authority agrees to pay the Parker County Elections Administrator 75% due with the signed contract. The exact amount of each participating authority's obligation under the terms of this agreement shall be calculated after the **NOVEMBER 3, 2026**, election (or run-off election, if applicable), and the authority shall pay to the Elections Administrator the balance due within 30 days after receipt of the invoice from the Parker County Treasurer's Office.

The total estimated obligation and required deposit for each participating authority under the terms of this agreement are attached Exhibit B. Deposit is due by **AUGUST 18, 2026.**

XVII: JOINT CONTRACT ACCEPTANCE AND APPROVAL

IN TESTIMONY HEREOF, this Agreement has been executed on behalf of the Parties hereto as follows, to wit:

1. It has on the _____ day of _____, _____ been executed on behalf of the PARTICIPATING AUTHORITY, TEXAS PURSUANT TO AN ACTION OF THE PARTICIPATING AUTHORITY so authorizing;

ACCEPTED AND AGREED TO BY THE PARTICIPATING AUTHORITY

ALEDO INDEPENDENT SCHOOL DISTRICT
TITLE: _____

AZLE INDEPENDENT SCHOOL DISTRICT
TITLE: _____

BROCK INDEPENDENT SCHOOL DISTRICT
TITLE: _____



GARNER INDEPENDENT SCHOOL DISTRICT
TITLE: _____

GRANBURY INDEPENDENT SCHOOL DISTRICT
TITLE: _____

LIPAN INDEPENDENT SCHOOL DISTRICT
TITLE: _____

MILLSAP INDEPENDENT SCHOOL DISTRICT
TITLE: _____

MINERAL WELLS INDEPENDENT SCHOOL DISTRICT
TITLE: _____

PEASTER INDEPENDENT SCHOOL DISTRICT
TITLE: _____

POOLVILLE INDEPENDENT SCHOOL DISTRICT
TITLE: _____



PERRIN-WHITT C INDEPENDENT SCHOOL DISTRICT
TITLE: _____

SPRINGTOWN INDEPENDENT SCHOOL DISTRICT
TITLE: _____

WEATHERFORD INDEPENDENT SCHOOL DISTRICT
TITLE: _____

CITY OF ALEDO
TITLE: _____

TOWN OF ANNETTA
TITLE: _____

TOWN OF ANNETTA NORTH
TITLE: _____



TOWN OF ANNETTA SOUTH
TITLE: _____

CITY OF AZLE
TITLE: _____

TOWN OF BROCK
TITLE: _____

CITY OF COOL
TITLE: _____

CITY OF CRESSON
TITLE: _____

TOWN OF DENNIS
TITLE: _____

CITY OF FORT WORTH
TITLE: _____



CITY OF HUDSON OAKS

TITLE: _____

CITY OF MILLSAP

TITLE: _____

CITY OF MINERAL WELLS

TITLE: _____

TOWN OF PEASTER

TITLE: _____

CITY OF SANCTUARY

TITLE: _____

CITY OF RENO

TITLE: _____

CITY OF SPRINGTOWN

TITLE: _____



CITY OF WEATHERFORD
TITLE: _____

CITY OF WILLOW PARK
TITLE: _____

ESD NO. 1
TITLE: _____

ESD NO. 3
TITLE: _____

ESD NO. 6
TITLE: _____

ESD NO. 7
TITLE: _____

ESD NO. 8
TILE: _____



ESD NO. 9
TITLE: _____

WEATHERFORD COLLEGE
TITLE: _____

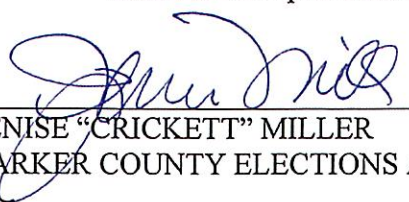
WALNUT CREEK SPECIAL UTILITY DISTRICT
TITLE: _____

SANTO SPECIAL UTILITY DISTRICT
TITLE: _____

PARKER COUNTY HOSPITAL DISTRICT
TITLE: _____

CRESSON CROSSROADS MUD #2
TITLE: _____

2. It has on the 9th day of **JUNE 2026** executed by the Parker County Elections Administrator pursuant to the Texas Elections code so authorizing;



JENISE "CRICKETT" MILLER
PARKER COUNTY ELECTIONS ADMINISTRATOR



3. It has on the _____ day of _____, _____ been executed on behalf of the Parker County Attorney pursuant to the Texas Elections code so authorizing.

JOHN FORREST, COUNTY ATTORNEY
PARKER COUNTY, TEXAS



EXHIBIT A: ELECTION DATE AND TIMES

EARLY VOTING

Main Voting Site (*Sitio de votacion principal*)

Election Building
801 Santa Fe Dr
Weatherford, 76086

Branch Voting Sites

Springtown Senior Center
Community Room
1070 N Main St
Springtown, 76082

Peaster ISD Rock Gym
Back Room of Gym
8512 FM RD 920
Peaster, 76088

Aledo ISD Admin Building
Louden Room
1008 Bailey Ranch Rd
Aledo, 76008

Hudson Oaks Public Safety Building
Training Room
150 N Oakridge Dr
Hudson Oaks, 76087

Azle City Hall
Community Room
505 W Main St
Azle, 76020

Olive Branch Masonic Lodge #792
201 Grindstone Rd
Brock, 76087

Regular Early Voting Hours and Days (*Horas y dias regulares de votacion anticipada*)

Monday, October 19, 2026 (<i>Lunes 19 de octubre de 2026</i>)	8:00AM-5:00PM
Tuesday, October 20, 2026 (<i>Martes 20 de octubre de 2026</i>)	8:00AM-5:00PM
Wednesday, October 21, 2026 (<i>Miercols 21 de octubre de 2026</i>)	8:00AM-5:00PM
Thursday, October 22, 2026 (<i>Jueves 22 de octubre de 2026</i>)	8:00AM-5:00PM
Friday, October 23, 2026 (<i>Viernes 23 de octubre de 2026</i>)	8:00AM-5:00PM
Saturday, October 24, 2026 (<i>Sábado 24 de octubre de 2026</i>)	7:00AM-7:00PM
Sunday, October 25, 2026 (<i>Domingo 25 de octubre de 2026</i>)	10:00AM-4:00PM
Monday, October 26, 2026 (<i>Lunes 26 de octubre de 2026</i>)	7:00AM-7:00PM
Tuesday, October 27, 2026 (<i>Martes 27 de octubre de 2026</i>)	7:00AM-7:00PM
Wednesday, October 28, 2026 (<i>Miercols 28 de octubre de 2026</i>)	7:00AM-7:00PM
Thursday, October 29, 2026 (<i>Jueves 29 de octubre de 2026</i>)	7:00AM-7:00PM
Friday, October 30, 2026 (<i>Viernes 30 de octubre de 2026</i>)	7:00AM-7:00PM

ELECTION DAY SITES NOVEMBER 3, 2026, 7:00AM-7:00PM

Silver Creek Methodist Church	2200 Church Rd, Azle 76020	Activities Center
Azle City Hall	505 W Main St, Azle 76020	Community Room
Reno City Hall	195 W Reno Rd, Azle 76020	Council Room
Springtown Senior Center	1070 N Main St, Springtown 76082	Community Room
Legacy Church	3591 E Highway 199, Springtown 76082	Youth Room
Friendship Baptist Church	801 Friendship Rd, Weatherford 76085	Gym
Agnes Baptist Church	350 Agnes North, Springtown 76082	Foyer
Harberger Hill Community Center	701 Narrow St, Weatherford 76086	Large Room
Trinity Lutheran Church	1500 Ball St, Weatherford 76086	Fellowship Hall
Poolville Global Methodist Church	230 North Church, Poolville 76487	Fellowship Hall



Peaster ISD Rock Gym	8498 FM RD 920, Peaster 76088	Back Room of Gym
Whitt Fire Department	4312 N FM RD 52, Whitt 76490	Training Room
Bethesda United Methodist Church	6657 FM RD 113 N, Weatherford 76088	Johnson Hall
Shady Grove Baptist Church	2470 W Lambert Rd, Weatherford 76088	Sunday School
Union Baptist Church	3451 Sarra Ln, Springtown 76082	Parsonage
Victory Baptist Church	1304 Fort Worth Hwy, Weatherford 76086	Youth Building
Mount Pleasant School	212 Raymond George Way, Weatherford, 76086	Main Room
Grace First Presbyterian Church	606 Mockingbird Ln, Weatherford 76086	Great Hall
Parker County Elections Office	801 Santa Fe Dr, Weatherford 76086	Main Room
Film Alley	825 E I-20, Weatherford 76086	Family Side Party Rm
Millsap Community Center	104 Fannin St, Millsap 76066	Building
Harmony Baptist Church	242 Harmony Rd, Weatherford 76087	Fellowship Hall
Tin Top Community Center	101 Old Tin Top Rd, Weatherford 76087	Building
Olive Branch Masonic Lodge #792	201 Grindstone Rd, Brock, 76087	
Baptist Church Dennis	7600 FM RD 1189, Dennis 76087	Old Fellowship Hall
Spring Creek Baptist Church	100 Spring Creek Rd, Weatherford 76087	Gym
Greenwood Fire Department	1418 Greenwood Cut-Off Rd, Weatherford 76088	Training Room
Morningstar Amenity Center	128 Heather Wind Ln, Aledo 76008	Amenity Center
Hudson Oaks Public Safety Bldg.	150 Oakridge Dr, Hudson Oaks 76087	Training Room
Cross Timbers Church - Willow Park	601 Ranch House Rd, Willow Park 76087	Welcome Center
Bear Creek Community Church	18600 Hwy 377, Cresson 76035	Building
City of Aledo Community Center	104 Robinson Ct, Aledo 76008	Large Room
Aledo ISD Admin Building	1008 Bailey Ranch Rd, Aledo 76008	Louden Room
New Faith Baptist	3303 West FM RD 5, Aledo 76008	Fellowship Hall
Lakeshore Drive Baptist Church	200 S Lakeshore Dr, Hudson Oaks 76087	Foyer

Applications for Ballot by Mail may be obtained by calling (817) 598-6185

Applications for ballots by mail must be received by the Early Voting Clerk

NO later than the close of business day on Friday, October 23, 2026

Applications for ballot by mail shall be mailed to:

(Las solicitudes de boletas por correo deben ser recibidas por el secretario de Voatcion Anticipada

No más tarde que el cierre del dia habil el martes 21 de abril de 2026

Las solicitudes de bolete electoral por correo se enviarán por correo a:)

Early Voting Clerk, PO Box 639, Weatherford, 76086

Email: s.bryan@parkercountvtx.com

Fax: (817) 598-6183



EXHIBIT B: COST ESTIMATE FOR ELECTION

November 3, 2026, GENERAL/SPECIAL ELECTION

Registered Voters

	ESTIMATE
PROGRAMMING	\$1,500.00
SHIPPING	\$35.00
TEST BALLOTS	\$20.00
COPIES FOR BOND TO POLL SITES	
EARLY VOTING SUPPLIES	\$25.00
ELECTION DAY SUPPLIES	\$25.00
ELECTION WORKER PAYROLL + Licensed Peace Officer	\$5,000.00
EARLY VOTING BY MAIL (based upon how many voters request ballot by mail)	\$55.00
EARLY VOTING BY MAIL (Office Payroll Help)	\$0.00
BALLOT PAPER (based on how many voters actually vote)	\$150.00
MILEAGE DURING EARLY VOTING AND ELECTION DAY	\$0.00
PREPARATION AND DISTRIBUTION OF EARLY VOTING SUPPLIES	\$25.00
PREPARATION AND DISTRIBUTION OF ELECTION DAY SUPPLIES	\$50.00
VERIZON MIFI (Total Divided by # Entities (8) Involved at \$37.99/MiFi device with 43 polling sites (\$1633.57)	\$320.00
LAT NOTICE - No longer required by law	\$0.00
NOTICE OF ELECTION IN NEWSPAPER	\$120.00
SUBTOTAL	\$7,325.00
10% ADMINISTRATIVE	\$732.50
EQUIPMENT RENTAL - \$1,000 per entity flat fee (County does not pay fee)	\$1,000.00
TOTAL ESTIMATE	\$9,057.50
DOWN PAYMENT (75% of Total Due) DUE BY AUGUST 18, 2026	\$6,793.13

Note: The election worker payroll will vary depending on number of workers used for the election, and the cost is based off the percentage of registered voters in each entity. Entities with a larger registered voter count will receive a higher amount to pay for the election workers, than an entity with a smaller number of voters

