

**CITY COUNCIL MEETING (CYJ)**  
**September 13, 2023; 6:30 PM**  
**Woodcreek, Texas**

---

**MINUTES**

**CALL TO ORDER**

Meeting was Called to Order by Mayor Jeff Rasco at 6:30P.

**MOMENT OF SILENCE**

**PLEDGES**

**ROLL CALL and ESTABLISH QUORUM**

PRESENT

Mayor Jeff Rasco  
Mayor Pro Tem Brent H. Pulley  
Councilmember Linnea R. Bailey  
Councilmember Chrys Grummert  
Councilmember Bob Hambrick  
Councilmember Debra Hines

STAFF PRESENT

City Manager, Kevin Rule  
City Secretary, Suzanne Mac Kenzie  
Interim City Attorney, Roger Gordon

**PUBLIC COMMENTS**

Four(4) Public Comments will be offered at Item #25.

Mayor Rasco announced that Items 10 and 11 would be moved up in the agenda, before the Consent Calendar, then Items 24 and 25 would be addressed.

10. **Proclamation by the City of Woodcreek, Texas to Declare the Week of September 17 through September 23, As "Constitution Week".** *(Rasco)*

Proclamation was read into record by Mayor Jeff Rasco.

11. **Proclamation by the City of Woodcreek, Texas to Declare September 2023, Hispanic Heritage Month.** *(Hambrick)*

Proclamation was read into record by Council Member Bob Hambrick.

24. **Discuss and Take Possible Action to Authorize the City Manager to Award a Traffic Calming Study from Current Fund Balance, As Soon As Possible. (Bailey)**

**\*\* Motion and Discussion occurred from 6:41P – 7:33P.**

Motion was made by Council Member Bailey to authorize the City Manager to award a Traffic Study from Current Fund Balance, as soon as possible. Motion was seconded by Council Member Hambrick.

An amended motion was made by Mayor Pro Tem Pulley that the City request an Engineering Judgement, as provided for in TMUTCD [Texas Manual on Uniform Traffic Control Devices] §1A.09 and §1A.13 (64) on the final placement of the first five speed cushions outlined in the speed cushion proposal [One on Augusta Drive, Two on Brookhollow Drive, 2 on Woodcreek Drive], item 25, page 121. This stage will be complete in 60 days. Motion was seconded by Council Member Grummert.

A second amended motion was made by Council Member Grummert to add a dollar limit, not to exceed \$5,000 [for the engineering judgement].

Council Member Grummert withdrew his motion at 7:03P.

A new second amended motion was made by Council Member Grummert to have the engineering judgement not to exceed \$10,000. Motion was seconded by Council Member Hines.

A roll call vote was held on the second amended motion.

Voting Yea: Council Member Hines, Mayor Pro Tem Pulley, Council Member Bailey, Council Member Grummert, Council Member Hambrick

Motion Passed: 5-0-0.

A roll call vote was held on the first amended motion.

Voting Yea: Council Member Hambrick, Council Member Hines, Mayor Pro Tem Pulley, Council Member Bailey, Council Member Grummert

Motion Passed: 5-0-0.

Mayor Rasco called for a vote on the main motion.

Council Member Hines offered an amended motion to narrow down, beyond a Traffic Calming Study, to focus on what is highlighted in Stage 2 in particular, as proposed by Mayor Pro Tem Pulley here in your packet. [Council Member Hines went on to read portions of the Stage 2 proposal]

Interim City Attorney Gordon stated that this amendment would be a separate motion, as the language [describing the title of the work] was changed.

A roll call vote was held on the main motion.

Voting Yea: Council Member Grummert, Council Member Hambrick , Council Member Hines, Mayor Pro Tem Pulley, Council Member Bailey

Motion Passed: 5-0-0.

Motion was made by Council Member Hines that when we go to our Engineers, the focus be this Traffic Study and Report Scope Request that we talked about and to address Council Member Bailey's concern, one of the items that we are requesting them to look at is judgement of viability of placement of yellow and blue phases, meaning they look at that map for the proposal and they check out the viability of those, help us make up priorities about which ones would be best, which ones wouldn't and then provide that Engineering Judgement for final placement for any of the cushions that we wish to proceed with. Motion was not seconded.

City Manager Rule introduced the City Engineer, who attended the meeting of his own accord.

Council Member Hines withdrew her motion at 7:32P.

**25. Discuss and Take Possible Action on Authorizing the Purchase and Installation of Traffic Calming Devices in the City of Woodcreek. (Hines)**

**\*\* Public Comments, Motion and Discussion occurred from 7:33P – 7:46P.**

Public Comment was offered by Aurora LeBrun, who received yielded time from Judy Brizendine and Jamie Bonniwell. Gloria Whitehead also signed up for Public Comments but did not speak.

Council Member Hines made a motion that in light of the discussion this evening, we send the Item 25 packet, in addition to the Traffic Calming Study and Report Scope Request [submitted by Mayor Pro Tem Pulley] described this evening to K.Friese to reference during the Traffic Calming Study they do. Motion was seconded by Mayor Pro Tem Pulley.

Mayor Pro Tem Pulley made a friendly amendment to include the additional wording of "judgement" in the motion. Council Member Hines accepted the friendly amendment.

A roll call vote was held.

Voting Yea: Council Member Grummert, Council Member Hambrick , Council Member Hines, Mayor Pro Tem Pulley, Council Member Bailey

Motion Passed: 5-0-0.

Mayor Jeff Rasco moved Items 7, 8 and 9 out of the Consent Agenda for discussion.

7. **Discuss and Take Possible Action to Consider the Approval of A Special Event Permit for the Community Garden’s “October Fall Garden Fest” on October 14th from 6:30PM to 9:30PM, and the Waiving of the Permit Fees. (Hines)**

Motion was made by Council Member Hines that Council approve the events requested the Community Garden Organizers and waive all permit fees. Motion was seconded by Council Member Grummert.

A roll call vote was held.

Voting Yea: Council Member Bailey, Council Member Grummert, Council Member Hambrick , Council Member Hines, Mayor Pro Tem Pulley

Motion Passed: 5-0-0.

8. **Discuss and Take Possible Action to Consider the Approval of A Special Event Permit for the Community Garden’s “November Wildflower Stomp” on November 11th from 9:00AM to 10:00AM, and the Waiving of the Permit Fees. (Hines)**

Item was approved as one motion, after being combined after introduction.

9. **Discuss and Take Possible Action to Consider the Approval of A Special Event Permit for the Community Garden’s “Holidays in the Garden” on December 10th from 3:00PM to 5:00PM , and the Waiving of the Permit Fees. (Hines)**

Item was approved as one motion, after being combined after introduction.

12. **Attorney Presentation to Woodcreek City Council -Denton Navarro Rocha Bernal & Zech.**

Presentation and Q&A from 7:53P – 8:03P.

13. **Attorney Presentation to Woodcreek City Council - DTR&G Mr. Austin Beck.**

Presentation and Q&A from 8:03P – 8:15P.

14. **Executive Session to Discuss Selection of A Legal Firm to Represent the City of Woodcreek. (Rule)**

Item was moved up in agenda discussion, before the Consent Calendar.

Executive Session was Called/ Opened at 8:15P.

Executive Session was Closed at 8:45P.

No action was taken during Executive Session.

15. **Discuss and Take Possible Action to Select A Legal Firm to Represent the City of Woodcreek.**

Motion was made by Council Member Hines that City Staff enter into contract negotiations with Denton Navarro [Rocha Bernal & Zech]. Motion was seconded by Council Member Grummert.

A roll call vote was held.

Voting Yea: Council Member Hines, Mayor Pro Tem Pulley, Council Member Bailey, Council Member Grummert, Council Member Hambrick

Motion Passed: 5-0-0.

**8:50P** Council Member Grummert requested to postpone Item #26.

## CONSENT CALENDAR

1. **Approval of Financial Statements for July 2022.** *(Rule)*

Motion was made by Council Member Hines to approve Items 1 through 6 on the Consent Agenda, with minor edits submitted via email on Item 3. Motion was seconded by Council Member Grummert.

A roll call vote was held.

Voting Yea: Mayor Pro Tem Pulley, Council Member Bailey, Council Member Grummert, Council Member Hambrick, Council Member Hines

Motion Passed: 5-0-0.

2. **Approval of City Council Budget Workshop Minutes From August 9, 2023.**

Item was approved as one motion, after being combined after introduction.

3. **Approval of Regular City Council Meeting Minutes From August 9, 2023.**

Item was approved as one motion, after being combined after introduction.

4. **Approval of Regular City Council Meeting Minutes From August 23, 2023.**

Item was approved as one motion, after being combined after introduction.

5. **Approval of Special Event Application For the Annual "Ride to End ELZ".** *(Rule)*

Item was approved as one motion, after being combined after introduction.

6. **Discuss and Take Possible Action on A Petition to Release Certain Properties from the City of Woodcreek's Extraterritorial Jurisdiction, and Related Matters: Applicant: Purple Crown Investments, L.L.C.** *(Rule)*

Item was approved as one motion, after being combined after introduction.

7. **Discuss and Take Possible Action to Consider the Approval of A Special Event Permit for the Community Garden's "October Fall Garden Fest" on October 14th from 6:30PM to 9:30PM, and the Waiving of the Permit Fees.** *(Hines)*

Item was pulled out of Consent Calendar, and moved up in agenda discussion.

8. **Discuss and Take Possible Action to Consider the Approval of A Special Event Permit for the Community Garden’s “November Wildflower Stomp” on November 11th from 9:00AM to 10:00AM, and the Waiving of the Permit Fees. (Hines)**

Item was pulled out of Consent Calendar, and moved up in agenda discussion.

9. **Discuss and Take Possible Action to Consider the Approval of A Special Event Permit for the Community Garden’s “Holidays in the Garden” on December 10th from 3:00PM to 5:00PM , and the Waiving of the Permit Fees. (Hines)**

Item was pulled out of Consent Calendar, and moved up in agenda discussion.

## **REPORTS FROM OFFICERS AND COUNCIL LIAISONS**

*Report by Mayor.*

*Report by City Manager.*

Thank you to CYJ for Fun Day. Roads Project Paving Calendar has been received and is being reviewed.

## **REPORT OF SPECIAL (Select or Ad Hoc) Committees - None**

**SPECIAL ORDERS - None**

**UNFINISHED BUSINESS AND GENERAL ORDERS - None**

## **NEW BUSINESS**

10. **Proclamation by the City of Woodcreek, Texas to Declare the Week of September 17 through September 23, As "Constitution Week". (Rasco)**

Item was moved up in agenda discussion, before the Consent Calendar.

11. **Proclamation by the City of Woodcreek, Texas to Declare September 2023, Hispanic Heritage Month. (Hambrick)**

Item was moved up in agenda discussion, before the Consent Calendar.

12. **Attorney Presentation to Woodcreek City Council -Denton Navarro Rocha Bernal & Zech.**

Item was moved up in agenda discussion, before the Consent Calendar.

13. **Attorney Presentation to Woodcreek City Council - DTR&G Mr. Austin Beck.**

Item was moved up in agenda discussion, before the Consent Calendar.

14. **Executive Session to Discuss Selection of A Legal Firm to Represent the City of Woodcreek. (Rule)**

Item was moved up in agenda discussion, before the Consent Calendar.

15. **Discuss and Take Possible Action to Select A Legal Firm to Represent the City of Woodcreek.**

Item was moved up in agenda discussion, before the Consent Calendar.

16. **Public Hearing on the Proposed Budget For Fiscal Year 2023-2024. (Rule)**

Public Hearing Opened at 9:04P.

Public Hearing Closed at 9:05P.

17. **Discuss and Take Appropriate Action on An Ordinance 2023-09-13-01, of the City of Woodcreek, Texas Adopting the Fiscal Year 2023-2024 Budget Beginning October 1, 2023, and Ending September 30, 2024, in Accordance with Texas Local Government Code Chapter 102; Providing for the Filing of the Budget; Providing That This Ordinance Shall Be Cumulative of All Ordinances; Providing a Severability Clause; and Providing an Effective Date. (Rule)**

Motion was made by Council Member Hines to approve Ordinance 2023-09-13, approving the budget for Fiscal Year 2023-2024. Motion was seconded by Council Member Hambrick.

Motion was made by Council Member Grummert to amend the 2023-2024 proposed budget as follows and reduce the M&O Rate accordingly: [all totals are reduced]

City Hall Maintenance becomes \$4000;

Cleaning [at City Hall] becomes \$1,800;

Office Supplies becomes \$5,000;

Office Equipment [for City Hall] becomes \$0.00

Printing becomes \$4,000;

Advertising becomes \$1,000; and

Inspections becomes \$7,000.

A roll call vote was held on the amended motion.

Voting Yea: Council Member Grummert, Council Member Hines

Voting Nay: Council Member Hambrick, Mayor Pro Tem Pulley, Council Member Bailey

Motion Failed: 2-3-0.

A roll call vote was held on the main motion.

Voting Yea: Council Member Bailey, Council Member Hambrick, Council Member Hines, Mayor Pro Tem Pulley

Voting Nay: Council Member Grummert

Motion Passed: 4-1-0.



18. **Discuss and Take Appropriate Action on A Resolution 2023-09-13-01, Ratifying the Recently Adopted Budget That Raises More Revenue from Property Taxes Than Last Year's Budget by an Amount of \$126,866, Which Is a 21.7% Increase From Last Year's Budget. The Property Tax Revenue to be Raised From New Property Added to the Tax Roll This Year is \$1,088. (Rule)**

Motion was made by Council Member Hines to approve this Resolution. Motion was seconded by Council Member Bailey.

City Manager Rule stated that the language for the motion had to follow the recommendation on page 92 of the packet.

Motion was made by Council Member Hines to adopt the resolution ratifying the recently adopted budget that raises more revenue from property taxes than last year's budget by an amount of \$126,866, which is a 21.7% increase from last year's budget. The property tax revenue to be raised from new property added to the Tax Roll this year is \$1,088. Motion was seconded by Council Member Bailey.

A roll call vote was held.

Voting Yea: Council Member Hambrick, Council Member Hines, Mayor Pro Tem Pulley, Council Member Bailey

Voting Nay: Council Member Grummert

Motion Passed: 4-1-0.

19. **Public Hearing on the Proposed Tax Rate For Fiscal Year 2023-2024. (Rule)**

Public Hearing Opened at 9:21P.

Public Hearing Closed at 9:21P.

20. **Discuss and Take Possible Action on An Ordinance 2023-09-13-02, Of The City Of Woodcreek, Texas Approving The Certified Appraisal Roll; Setting The Tax Rate; Levying And Assessing Ad Valorem Taxes For The Use And Support Of The Municipal Government Of The City Of Woodcreek, Texas For Fiscal Year 2023-2024; Apportioning The Levies For Specific Purposes; Providing A Severability Clause; And Providing An Effective Date. (Rule)**

Motion was made by Council Member Hines that the property tax rate be increased by the adoption of a tax rate of .2000, which is effectively a 21.7 percent increase in the tax rate. Motion was seconded by Council Member Hambrick.

A roll call vote was held.

Voting Yea: Mayor Pro Tem Pulley, Council Member Bailey, Council Member Hambrick, Council Member Hines

Voting Nay: Council Member Grummert

Motion Passed: 4-1-0.



Motion was made by Council Member Hines to approve the maintenance and operations rate of .1023 for FY 2023-2024. Motion was seconded by Council Member Bailey.

A roll call vote was held.

Voting Yea: Council Member Bailey, Council Member Hambrick, Council Member Hines, Mayor Pro Tem Pulley

Voting Nay: Council Member Grummert

Motion Passed: 4-1-0.

Motion was made by Council Member Hines to approve the debt service rate of .0977 for FY 2023-2024. Motion was seconded by Council Member Hambrick.

A roll call vote was held.

Voting Yea: Council Member Grummert, Council Member Hambrick, Council Member Hines, Mayor Pro Tem Pulley, Council Member Bailey

Motion Passed: 5-0-0.

21. **Discuss and Take Possible Action on the Woodcreek Residential Street Mill and Overlay Construction (a.k.a. 2023 Woodcreek Roads Project) Phase Services for the City of Woodcreek, Work Authorization #5 For Time and Material, Not to Exceed \$48,865.46. (Rule)**

Motion was made by Council Member Hines that we approve the phase document. Motion was seconded by Council Member Grummert.

A roll call vote was held.

Voting Yea: Council Member Hambrick, Council Member Hines, Mayor Pro Tem Pulley, Council Member Bailey, Council Member Grummert

Motion Passed: 5-0-0.

- 8:26P** Council Member Hambrick asked that in the interest of time to remove Item 23 from the agenda and move it to the September 27<sup>th</sup> Council Meeting.

22. **Discuss and Take Possible Action Regarding City Manager and Staff Participation at City Board and Committee Meetings, et al. (Pulley)**

Motion was made Mayor Pro Tem Pulley to revise the level of participation of the City Manager and/or City Staff in all City Committee and/or Board Meetings to (1) when they are specifically requested to attend, or (2) when they choose to attend, with the exception of P&Z Meetings. Motion was seconded by Council Member Hambrick.

An amended motion was made by Council Member Grummert to make the motion into a resolution. Motion was seconded by Mayor Pro Tem Brent Pulley.

A roll call vote was held on the amended motion.

Voting Yea: Council Member Hines, Mayor Pro Tem Pulley, Council Member Bailey, Council Member Grummert, Council Member Hambrick

Motion Passed: 5-0-0.

A roll call vote was held on the main motion.

Voting Yea: Council Member Hines, Mayor Pro Tem Pulley, Council Member Bailey, Council Member Grummert, Council Member Hambrick

Motion Passed: 5-0-0.

23. **Report on Neighbor-to-Neighbor Program Progress.** (Hambrick)

Per a request at 8:26P, Council Member Hambrick requested that this item appear on the September 27<sup>th</sup> Council Meeting.

24. **Discuss and Take Possible Action to Authorize the City Manager to Award a Traffic Calming Study from Current Fund Balance, As Soon As Possible.** (Bailey)

Item was moved up in agenda discussion, before the Consent Calendar.

25. **Discuss and Take Possible Action on Authorizing the Purchase and Installation of Traffic Calming Devices in the City of Woodcreek.** (Hines)

Item was moved up in agenda discussion, before the Consent Calendar.

26. **Discuss and Take Possible Action on Applying for the LCRA Grant, Due in January 2024, For the Installation of A Rainwater Harvesting System for City Hall.** (Grummert)

Item was removed from consideration by Council Member Grummert before discussion of the Consent Calendar.

27. **Discuss and Take Possible Action on Applying For the Quadratic Cares Grant due October 30, 2023.** (Grummert)

Motion was made by Council Member Grummert that we assign the creation of a project of the writing of an essay for applying for the Quadratic Cares Grant before the October 30, 2023 deadline. Motion was seconded by Council Member Hines.

A roll call vote was held.

Voting Yea: Council Member Bailey, Council Member Grummert, Council Member Hambrick, Council Member Hines, Mayor Pro Tem Pulley

Motion Passed: 5-0-0.

**ANNOUNCEMENTS** – None

**ADJOURN**

Meeting was Adjourned by Mayor Jeff Rasco at 9:36P.

---

**Jeff Rasco, Mayor**

---

**Suzanne Mac Kenzie, City Secretary**

DRAFT