

CITY COUNCIL MEETING (CITY HALL)
December 13, 2023; 6:30 PM
Woodcreek, Texas

MINUTES

CALL TO ORDER

Mayor Rasco Called the Meeting to Order at 6:30PM.

MOMENT OF SILENCE

PLEDGES

ROLL CALL and ESTABLISH QUORUM

PRESENT

Mayor Jeff Rasco
Council Member Linnea R. Bailey
Council Member Bob Hambrick
Council Member Debra Hines
Council Member Krista Richardson

ABSENT

Council Member Chrys Grummert

STAFF PRESENT

City Manager, Kevin Rule
City Secretary, Suzanne MacKenzie
City Attorney, Lee Simmons - A representative of Denton, Navarro, Rocha, Bernal & Zech P.C.

PUBLIC COMMENTS

Michael and Kristen Weaver (made immediately before the agenda item #18)

Marguerete Tormo

Motion was made by Council Member Hines to table [Item#5, under the Consent Calendar] until the next regular council meeting. Motion was seconded by Council Member Hambrick.

A roll call vote was taken.

Voting Yea:

Council Member Bailey, Council Member Hambrick, Council Member Hines, Council Member Richardson

Motion Passed: 4-0-0.

CONSENT CALENDAR

1. **Approval of Regular Meeting Minutes From November 8, 2023.**
2. **Approval of Special Meeting Minutes From November 20, 2023.**
3. **Approval of A Proclamation Celebrating the Woodcreek Arbor Day Event on November 4, 2023, at The Triangle from 10AM-2PM. (*Rasco*)**
4. **Approval of the 2024 Holiday Calendar for the City of Woodcreek.**
5. **Approval of the 2024 Council Meeting Calendar for the City of Woodcreek.**
6. **Approval of Resolution 2023-12-12-01, Job Descriptions for City Secretary, Staff Support Specialist/Receptionist, Assistant to the City Manager.**
7. **Approval of Financial Statements for September 2023.**
8. **Approval of Quarterly Financial Report for September 30, 2023.**

Motion was made by Council Member Hines to approve Items 1-4 and 6-8 [on the Consent Calendar]. Motion was seconded by Council Member Bailey.

A roll call vote was taken.

Voting Yea:

Council Member Bailey, Council Member Hambrick, Council Member Hines, Council Member Richardson

Motion Passed: 4-0-0.

REPORTS FROM OFFICERS AND COUNCIL LIAISONS

9. Report by Planning and Zoning Liaison.
Report provided by City Manager Rule in the Liaison's absence.
 - a. Rainwater Collection – Nothing was decided.
 - b. Fences – Public Hearing will be held in February.
10. Report by Mayor.
Questions on report for committee replacements provided by City Staff.
City Manager Rule explained this list is fluid, as the City is continuing to receive applications.

REPORT OF SPECIAL (Select or Ad Hoc) COMMITTEES - None

SPECIAL ORDERS

11. **Discuss and Take Possible Action On Any Suggested Changes To The Woodcreek City Council, Rules of Procedure.** (*Rasco*)

Discussion was held on this item, to include:

- a. Change agenda submission date to Friday at 1P;
- b. Rule 1, Change "Committee Member" to "Council Liaison"
- c. Second monthly meeting time, change from 3P to 4P

No formal action was taken on this item, as City Staff was present to make notes.

12. **Discuss and Take Possible Action on the Appointment of A Mayor Pro Tempore for the City of Woodcreek City Council for the Upcoming Year.**

Motion was made by Council Member Richardson to nominate Council Woman Hines as Mayor Pro Tem for the City of Woodcreek City Council for 2024. Motion was seconded by Council Member Bailey.

A roll call vote was taken.

Voting Yea:

Council Member Bailey, Council Member Hambrick, Council Member Hines, Council Member Richardson

Motion Passed: 4-0-0.

UNFINISHED BUSINESS AND GENERAL ORDERS – None

NEW BUSINESS

6:49P Mayor Rasco moved Item #18 Up in the Agenda for Discussion.

18. **Discuss and Take Appropriate Action to Remove Recently Placed 'Keep Right' Signs at Tree Island Locations in the City of Woodcreek.** (*Grummert*)

City Manager Rule explained that the reason the "Keep Right" signs were erected (a total of 53), was because their installation was listed on the K.Friese design plans. The Engineer who has to sign off on our Roads Project, cannot do so, without risking his engineering license as it is also on the plans.

After discussion, no formal action was taken on this item.

Members of City Council will provide a list to Staff of which "Keep Right" signs they would like removed throughout the City and Staff will create a Resolution.

City Manager Rule additionally explained that the signs are "break-away" signs and those that will be removed will have to be dug out of the ground.

13. **Discuss and Take Possible Action on Adopting Ordinance 2023-12-13-01, Aqua Texas Franchise Agreement. (Rule)**

Representatives from Aqua Texas introduced themselves and made themselves available for any questions.:

Brant Bradon – Area Manager;

Lauren Savior - Environmental Compliance Specialist;

Jennifer Olohan - Regional Communications Specialist

Motion was made by Council Member Hines to adopt Resolution 2023-12-13-01, Aqua Texas Franchise Agreement. Motion was seconded by Council Member Bailey.

A roll call vote was taken.

Voting Yea:

Council Member Bailey, Council Member Hambrick, Council Member Hines, Council Member Richardson

Motion Passed: 4-0-0.

14. **Discuss and Take Possible Action To Coordinate A Council Retreat in January 2024. (Rasco)**

Motion was made by Council Member Hines to approve a retreat to occur in January 2024. Motion was seconded by Council Member Hambrick.

A roll call vote was taken.

Voting Yea:

Council Member Hambrick, Council Member Hines, Council Member Richardson, Council Member Bailey

Motion Passed: 4-0-0.

15. **Discuss and Take Possible Action On The Boy Scout Eagle Project For Rainwater Collection at Augusta Park, Using The Unspent SpookTacular Funds To Cover The Cost of Materials. (Rasco)**

Motion was made by Council Member Hambrick to move forward with the Eagle Scout project, using the funds that are mentioned here [unspent Spooktacular Funds to cover the cost of materials]. Motion was seconded by Council Member Bailey.

A roll call vote was taken.

Voting Yea:

Council Member Bailey, Council Member Hambrick, Council Member Hines, Council Member Richardson

Motion Passed: 4-0-0.

16. **Discuss and Take Possible Action to Host A Family-Friendly Golf Tournament, As Part of A Year-Long Celebration of Woodcreek's 40th Birthday.** (*Rasco*)

Motion was made by Council Member Hines to host a family-friendly golf tournament, as part of a year-long celebration of Woodcreek's 40th birthday. Motion was seconded by Council Member Richardson.

A roll call vote was taken.

Voting Yea:

Council Member Bailey, Council Member Hambrick, Council Member Hines, Council Member Richardson

Motion Passed: 4-0-0.

17. **Discuss and Reconsider Taking Possible Action on Edits to Chapter 30 "the Ordinance Review Committee Ordinance.** (*Grummert*)

Motion was made by Council Member Hines to table it [this item] until the next regular Council meeting. Motion was seconded by Council Member Richardson.

No roll call vote was taken.

18. **Discuss and Take Appropriate Action to Remove Recently Placed 'Keep Right' Signs at Tree Island Locations in the City of Woodcreek.** (*Grummert*)

Item was moved up on the Agenda for earlier discussion.

ANNOUNCEMENTS

City Manager Rule made the following announcements:

1. City Hall will be closed the 22nd through the 26th.
2. Luminarias are available for pick-up at City Hall.
3. New Year Fireworks at Camp Young Judaea on December 31st at 8:30P.
4. City Hall will be closed on January 1, 2024.

ADJOURN

Mayor Rasco Adjourned the Meeting at 6:30PM.

Jeff Rasco, Mayor

Suzanne MacKenzie, City Secretary