

CITY COUNCIL MEETING (CYJ)
March 09, 2022; 6:30 PM
Woodcreek, Texas

MINUTES

CALL TO ORDER

Mayor Rasco called the meeting to order at 6:00PM.

MOMENT OF SILENCE

PLEDGES

ROLL CALL

PRESENT

Mayor Jeff Rasco
Mayor Pro Tem Aurora F. LeBrun
Councilmember Chrys Grummert
Councilmember Debra Hines
Councilmember Brent H. Pulley

ABSENT

Councilmember Judy Brizendine

STAFF PRESENT

City Manager Brenton B. Lewis
City Attorney Bud Wymore
City Inspector Joe Tijerina

RECOGNITION OF JACK BOZE, PLANNING AND ZONING COMMISSIONER

PUBLIC COMMENTS

No Public Comments were offered.

CONSENT AGENDA

Councilmember Hines requested that agenda item 4 be pulled from the Consent agenda and considered separately.

- 1. Approval of Contractor's Application for Payment 02 - Final from Alpha Paving Industries for the Woodcreek Drive Project in the Amount of \$19,395.79**
- 2. Approval of City Council Meeting Minutes from February 9, 2022**
- 3. Approval of City Council Meeting Minutes from February 23, 2022**

A motion was made by Councilmember Hines to approve Consent Agenda items 1, 2, and 3. The motion was seconded by Councilmember Pulley.

A roll call vote was held.

Voting Yea: Councilmember Grummert, Councilmember Hines, Mayor Pro Tem LeBrun, Councilmember Pulley

Absent and Not Voting: Councilmember Brizendine

The Consent Agenda carried with a 4-0-0 vote.

REGULAR AGENDA

4. Approval of Financial Reports for January 2022

This agenda item was moved to the Regular Agenda. A motion was made by Councilmember Hines to approve the Financial Reports for January 2022. The motion was seconded by Councilmember Pulley.

After discussion, a roll call vote was held.

Voting Yea: Mayor Pro Tem LeBrun, Councilmember Pulley, Councilmember Hines, Councilmember Grummert

Absent and Not Voting: Councilmember Brizendine

The motion carried with a 4-0-0 vote.

5. Discussion and Take Appropriate Action on an Application for a Special Event Permit from Dianna King and Kelley King LeBouef and 3 Generation Sales for a Public Event on March 17,18, and 19, 2022 from 9 am to 5 pm of Each Day (Rasco)

A motion was made by Councilmember Hines to approve this application for a Special Event Permit. The motion was seconded by Councilmember Pulley.

A roll call vote was held.

Voting Yea: Mayor Pro Tem LeBrun, Councilmember Pulley, Councilmember Grummert, Councilmember Hines

Absent and Not Voting: Councilmember Brizendine

The motion carried with a 4-0-0 vote.

6. Discuss and Take Appropriate Action to Fill the One Unexpired Term (term ending Dec. 2023) on the Planning and Zoning Commission of the City of Woodcreek by Nomination of the Mayor and Appointment by the City Council (Rasco)

Mayor Rasco recommended that Alternate Commissioner Chris Sonnier be appointed as full Commissioner to the Planning & Zoning Commission. A motion was made by Councilmember Hines to approve this appointment. The motion was seconded by Councilmember Pulley.

A roll vote was held.

Voting Yea: Councilmember Pulley, Councilmember Grummert, Councilmember Hines, Mayor Pro Tem LeBrun

Absent and Not Voting: Councilmember Brizendine

The motion carried with a 4-0-0 vote.

7. Executive Session Pursuant to Section 551.074 Personnel: Discussion and possible action on the appointment, employment, contract, evaluation, reassignment, duties, discipline, or dismissal of the City Inspector (Pulley)

This agenda item was moved to the end of the meeting.

8. Discuss and Take Appropriate Action on an Ordinance to Amend Title VII: Traffic Code, Chapter 70: Traffic Schedules, Schedule IV. - City Parking by Removing the Previous Schedule IV. - City Parking in its Entirety and Replacing with the Suggested Language in Attachment A of the Ordinance Submitted (Hines/Grummert)

A motion was made by Councilmember Hines to approve as written. The motion was seconded by Councilmember Pulley.

After discussion, an amendment to the motion was made by Councilmember Hines to add the changes as detailed: (B) Parking on private property of buses, commercial vehicles, trailers, boats, motor homes, RVs, campers, jet skis and the like ~~which is visible from a public place or public right-of-way~~ is prohibited, unless inside a fully enclosed garage or storage space or behind privacy fencing on a durable surface, except on a temporary basis. ~~Covering said vehicle shall not be constructed as being out of sight.~~ Temporary shall be defined as not to exceed seven 24-hour periods total in any 30-day period.

A roll call vote was held on the amendment to the main motion.

Voting Yea: Councilmember Hines, Councilmember Grummert, Councilmember Pulley, Mayor Pro Tem LeBrun

Absent and Not Voting: Councilmember Brizendine

The amendment to the main motion carried with a 4-0-0 vote.

A roll call vote was held on the main motion.

Voting Yea: Councilmember Pulley, Councilmember Grummert, Mayor Pro Tem LeBrun, Councilmember Hines

Absent and Not Voting: Councilmember Brizendine

The amendment to the main motion carried with a 4-0-0 vote.

9. Discuss and Take Appropriate Action on Adopting the Edits to Chapter 30 - Officials, Employees and Organizations (Grummert)

A motion was made by Councilmember Grummert to move as written. The motion was seconded by Councilmember Hines.

Councilmember Hines made a motion to amend page 7 by removing "most important duty" and inserting "primary function"; to amend page 8 by amending the line to read; "Council Members also perform the following duties as the governing body; and is to carry out"; and to correct the capitalization throughout §30.35 through §30.43. The motion was seconded by Councilmember Grummert.

A roll call vote was held on the amendment to the main motion.

Voting Yea: Mayor Pro Tem LeBrun, Councilmember Hines, Councilmember Pulley , Councilmember Grummert

Absent and Not Voting: Councilmember Brizendine

Councilmember Hines made a motion to amend §30.13(B)(c) by adding after city's employees, and look to the City Manager and the Mayor to see they perform their duties effectively and professionally, The motion was seconded by Councilmember Grummert. The amendment to the main motion carried with a 4-0-0 vote.

A roll call vote was held on the amendment to the main motion.

Voting Yea: Mayor Pro Tem LeBrun, Councilmember Hines, Councilmember Grummert, Councilmember Pulley

Absent and Not Voting: Councilmember Brizendine

The amendment to the main motion carried with a 4-0-0 vote.

Councilmember Hines made a motion to amend §30.13(B)(c) by adding after city's employees, and look to the City Manager and the Mayor to see they perform their duties effectively and professionally, The motion was seconded by Councilmember Grummert.

A roll call vote was held on the amendment to the main motion.

Voting Yea: Mayor Pro Tem LeBrun, Councilmember Hines, Councilmember Grummert, Councilmember Pulley

Absent and Not Voting: Councilmember Brizendine

The amendment to the main motion carried with a 4-0-0 vote.

Mayor Pro Tem LeBrun made a motion to strike (b) and (c) in §30.42(A)(2). The motion was seconded by Councilmember Grummert.

A roll call vote was held on the amendment to the main motion.

Voting Yea: Councilmember Hines, Councilmember Pulley, Councilmember Grummert, Mayor Pro Tem LeBrun

Absent and Not Voting: Councilmember Brizendine

The amendment to the main motion carried with a 4-0-0 vote.

A roll call vote was held on the main motion.

Voting Yea: Mayor Pro Tem LeBrun, Councilmember Hines, Councilmember Grummert, Councilmember Pulley, Councilmember Grummert

Absent and Not Voting: Councilmember Brizendine

The main motion carried with a 4-0-0 vote.

10. Discuss and Take Appropriate Action on Public Hearing for Brookmeadow District Ordinance (Grummert)

A motion was made by Councilmember Grummert to hold the Planning and Zoning Commission Public Hearing and the City Council Public Hearing on the Brookmeadow Overlay on March 31st, 2022. The motion was seconded by Councilmember Hines.

After discussion, an amendment was submitted by Councilmember Grummert and seconded by Councilmember Pulley to change the date of the Public Hearings to April 1st, 2022 since this is the earliest day allowed by law.

A roll call vote on the amendment was held.

Voting Yea: Councilmember Hines, Councilmember Grummert, Mayor Pro Tem LeBrun, Councilmember Pulley

Absent and Not Voting: Councilmember Brizendine

The amendment carried with a 4-0-0 vote.

A roll call vote on the main motion was held.

Voting Yea: Councilmember Grummert, Councilmember Pulley, Councilmember Hines, Mayor Pro Tem LeBrun

Absent and Not Voting: Councilmember Brizendine

The main motion carried with a 4-0-0 vote.

11. Discuss the Possibility of the City Starting a Traffic Calming Program to Encourage Safe Driving and Speed Reduction (Hines)

A motion was made by Councilmember Hines to move as written and that this agenda item is for discussion, not for a vote. The motion was seconded by Councilmember Grummert.

A discussion was held on the pros and cons of this program.

12. Discuss and Take Appropriate Action on an Ordinance to Establish the Platinum Panel (Hines)

A motion was made by Councilmember Hines to move as written. The motion was seconded by Councilmember Grummert.

At discussion, it was stated that 7 members do not have to be appointed prior to the establishment of the Platinum Panel (roads). A roll call vote was held.

Voting Yea: Councilmember Pulley, Councilmember Hines, Mayor Pro Tem LeBrun, Councilmember Grummert

Absent and Not Voting: Councilmember Brizendine

The motion carried with a 4-0-0 vote.

13. Discuss and Take Appropriate Action on the Approval of the Road Funding Survey and Establish How the City Will Distribute the Survey (Hines)

A motion was made by Councilmember Hines to move as written. The motion was seconded by Councilmember Grummert.

After discussion a roll call vote was held on the survey with the minor editing corrections as discussed.

Voting Yea: Mayor Pro Tem LeBrun, Councilmember Hines, Councilmember Pulley, Councilmember Grummert

Absent and Not Voting: Councilmember Brizendine

The motion carried with a 4-0-0 vote.

A motion about the survey distribution was made by Councilmember Hines that the survey be conducted by mail to one survey per adult to the resident, not owner, and that the survey be available on-line. The motion was seconded by Councilmember Grummert.

After discussion, a roll call vote was held.

Voting Yea: Councilmember Hines, Councilmember Grummert, Councilmember Pulley, Mayor Pro Tem LeBrun

Absent and Not Voting: Councilmember Brizendine

The motion carried with a 4-0-0 vote.

REPORT

14. City Manager's Report

City Manager Lewis noted that: 1) the check register is posted on the city's website with the budget breakdown, 2) the city is awaiting a scope-of-work for both Chapters 154 and 155 of the Code of Ordinances and the Comprehensive Plan Project, 3) billable hours for hourly rate vendors divided for projects and individuals has not been received yet.

REGULAR AGENDA

7. Executive Session Pursuant to Section 551.074 Personnel: Discussion and possible action on the appointment, employment, contract, evaluation, reassignment, duties, discipline, or dismissal of the City Inspector (Pulley)

The discussion was addressed in the meeting at the request of City Inspector Tijerina.

After discussion, a motion was made by Councilmember Hines that:

- i) the City Inspector hours decrease to no more than 15 hours/week after a City Secretary is hired
- ii) the scope-of-work will address §19.52 of the occupations code
- iii) the City Inspector send citizen's letters using a template approved by the City Council
- iv) every letter should have a photo and next steps on it,
- v) a complaint form be available for employees and city officers
- vi) de-escalation training as researched by the City Manager and approved by Council to be required annually
- vii) City Inspector not to attend city meetings

The motion was seconded by Councilmember Pulley.

A roll call vote was held.

Voting Yea: Mayor Pro Tem LeBrun, Councilmember Hines, Councilmember Grummert, Councilmember Pulley

Absent and Not Voting: Councilmember Brizendine

The motion carried with a 4-0-0 vote.

ADJOURN

Mayor Rasco adjourned the meeting at 9:55PM.

Jeff Rasco, Mayor

Brenton B. Lewis, Interim City Secretary