

1ST CITY COUNCIL MEETING (CITY HALL)

December 11, 2024; 6:30 PM

Woodcreek, Texas

MINUTES

CALL TO ORDER

MOMENT OF SILENCE

PLEDGES

ROLL CALL and ESTABLISH QUORUM

PRESENT:

Mayor Jeff Rasco

Mayor Pro Tem Debra Hines

Council Member Chrys Grummert

Council Member Linnea Bailey

Council Member Krista Richardson

Council Member Russell Scott

CITY STAFF PRESENT:

City Administrator Jim Burton

City Attorney Stan Springerley

PUBLIC COMMENTS

CONSENT CALENDAR

1. Motion for approval of the 2025 Holiday Calendar for the City of Woodcreek made by Mayor Pro Tem Hines. Seconded by Council Member Grummert. Vote held by show of hands. Motion passed 5-0-0 with no edits.

REPORTS FROM OFFICERS AND COUNCIL LIAISONS

2. Report from Infrastructure and Mobility Panel Liaison Bailey occurred related to item 14 on the agenda.
3. Report from Planning and Zoning Commission Liaison Grummert occurred. Topics included a reduction of commission members and a request for the use of an input form for communications between Council and the Commission.

4. Report by City Administrator, Jim Burton occurred. Topics included the sheriff's report, monthly financials, a merit based pay increase for Taffy Barker post employment review, and other city hall updates regarding infrastructure repairs and improvements to City Hall and the Gazebo.

REGULAR AGENDA

5. **Discuss and take appropriate action on the appointment of a Mayor Pro Tempore for the City of Woodcreek City Council for the upcoming year. (Rasco)**

Mayor Pro Tem Hines motioned to appoint Council Member Grummert as Mayor Pro Tempore for the City of Woodcreek. Seconded by Council Member Bailey. Vote held by show of hands. Motion passed 4-0-1 Council Member Grummert abstained from the vote.

6. **Discuss and take possible action to authorize City Administrator to bring back to Council a recommendation, including proposed employment agreement, for appointment and hiring of a City Secretary. (Rasco)**

Council entered executive session at 6:49 PM pursuant to section 551.074 Tex. Gov't. Code regarding personnel matters. Executive session ended at 7:05 PM - no votes were taken.

City Administrator Jim Burton formally recommended Kari Lebkuecher.

Council Member Hines made a motion to bring back a draft a resolution for the formal appointment for the position of City Secretary of the City of Woodcreek based on the recommendation of Jim Burton for a special meeting next week. Seconded by Mayor Pro Tem Grummert. Vote held by show of hands. Motion passed 5-0-0.

7. **Discuss and take possible action to engage Ted Gartner for an initial period of three months to assist with Public Relations/Information efforts for the City of Woodcreek with fees not to exceed \$3,000 funded from the Salaries budget. (Rasco)**

Motion was made by Council Member Hines to engage Ted Gartner for an initial period of three months to assist with Public Relations / Information efforts for the City of Woodcreek with fees not to exceed \$3,000 funded from the salaries budget. Seconded by Mayor Pro Tem Grummert.

Council Member Bailey motioned to amend by changing "salaries" to "community relations." Seconded by Council Member Hines. Vote held by show of hands. Motion passed 5-0-0.

Main motion as amended passed 5-0-0. Vote held by show of hands.

8. **Discuss and take possible action on the report from Parks & Recreation Board to approve schedule of changes to the original POSAC proposal, expenditures to date, and send to Hays County for final approval. (Rasco)**

Motion was made by Council Member Hines to accept the report from Parks and Recreation Board to approve schedule of changes to the original POSAC proposal, expenditures to date, and send to Hays County for final approval. Seconded by Russell Scott.

Mayor Pro Tem Grummert motioned to amend by sending back to the Parks Board and that they work to provide council with what we have asked for, which is new site plans of changes made to city Parks and the Triangle using POSAC funds that clearly represent what has already been done using POSAC money, and leaves out any improvements that was funded using other city funds, or any future improvements that have not yet been approved or implemented. Seconded by Council Member Hines. Motion failed 0-5-0. Vote was held by show of hands.

Council Member Hines motioned to amend by forming an ad hoc work group consisting of Mayor Jeff Rasco, Mayor Pro Tem Chrys Grummert, and Council Member Russell Scott to update the packet of materials including updates site plans for all three parks that leave out any

improvements funded by the city and send to Hays County. Seconded by Council Member Bailey. Motion passed 5-0-0. Vote was held by show of hands.

Main motion as amended passed 5-0-0. Vote was held by show of hands.

9. Discuss and take possible action on acceptance of a request from Parks & Recreation Board to approve the list of desired items to complete the Augusta Park design. (Rasco)

Motion was made by Council Member Hines to accept a request from Parks and Recreation Board to approve the list of desired items to complete the Augusta Park Design. Seconded by Krista Richardson.

Council Member Hines motioned to amended by approving only the sign portion of the proposal totaling at \$320 from the Parks Budget. Seconded by Russell Scott. Motion passed 5-0-0. Vote was held by show of hands.

Main motion as amended passed 5-0-0. Vote was held by show of hands.

10. Discussion and possible action on the Resolution governing City Council meetings for the City of Woodcreek

Motion was made by Council Member Hines to adopt a resolution of the City Council of the City of Woodcreek Texas adopting rules of procedure for the conduct of its meetings and repealing all other resolutions or parts of resolutions inconsistent or in conflict herewith. Seconded by Council Member Bailey.

Mayor Pro Tem Grummert motioned to amend by removing the strikethrough on Rule 1, Section A concerning the second meeting of the month. Seconded by Council Member Hines. Motion passed 4-1-0. Vote was held by show of hands.

Council Member Hines motions to change the meeting time for the second meeting of the month to 5:30 PM. Seconded by Mayor Pro Tem Grummert. Motion passed 4-1-0. Vote was held by show of hands.

Main motion as amended passed 5-0-0. Vote was held by show of hands.

11. Discussion and possible action to adopt an ordinance amending the City of Woodcreek Code of Ordinances Chapter 33: Records Retention Management.

Motion was made by Mayor Pro Tem Grummert to adopt an ordinance amending the City of Woodcreek Code of Ordinances Chapter 33: Records Retention Management, repealing Chapter 33 and replacing it. Seconded by Council Member Hines. Motion passed 5-0-0. Vote was held by show of hands.

12. Discussion and take possible action to adopt a resolution setting a record retention policy for the City of Woodcreek

Motion was made by Council Member Hines to adopt a resolution of the City Council of the City of Woodcreek Texas adopting records management plan. Seconded by Mayor Pro Tem Grummert. Motion passed 5-0-0. Vote was held by show of hands.

13. Discussion and possible action regarding the installation of a public restroom at Creekside Park in the City of Woodcreek.

Motion was made by Mayor Pro Tem Grummert to approve estimate number 1009 by Mock'N'Sons Construction LLC for installation of a public restroom at Creekside Park and uses it to submit an application in Jan 2025 for the LCRA grant. Seconded by Council Member Richardson.

Mayor Pro Tem Grummert made an amending motion to request that Mock'N'Sons adjust quote to include rain water collection, specify low water use toilets, include the ADA pathway,

and exclude the electric hand dryer not to exceed \$60,000. Seconded by Council Member Richardson. Motion failed 0-5-0. Vote was held by show of hands.

Council Member Hines made an amending motion to include the “extras” listed in the proposal. Seconded by Mayor Pro Tem Grummert. Motion passed 5-0-0. Vote was held by show of hands.

Council Member Hines made an amending motion to delegate to City Administration to sign a contract with legal review and approval. Seconded by Mayor Pro Tem Grummert. Motion passed 5-0-0. Vote was held by show of hands.

Main motion as amended passed 5-0-0. Vote was held by show of hands.

14. Discuss and take possible action to direct the Infrastructure and Mobility Panel to review the drainage report being prepared by City Engineers Freeland Turk and discuss drainage recommendations with the engineers before their final report is submitted to the City Council.

Motion was made by Council Member Bailey to direct the Infrastructure and Mobility Panel to review the drainage report being prepared by City Engineers Freehand Turk and discuss drainage recommendations with the engineers before their final report is submitted to the City Council. Seconded by Council Member Scott. Motion failed 1-4-0. Vote was held by show of hands.

Council Member Grummert made an amending motion to form a sub committee of current I&M panel members to review the drainage report prepared by the City Engineers and provide Council with their recommendation. Seconded by Council Member Bailey. This motion was withdrawn without object.

15. Discussion and possible action to reduce the number of advisory bodies for the City Council of Woodcreek, consolidate and unite some in function and purpose, reduce the restrictiveness of Texas Open Meetings Act (TOMA) components where applicable and lawful, create a new committee specifically for the purpose of handling community relations, and authorize legal counsel, Stanley Springerley, to draft ordinances for this purpose. (Hines)

Motion was made by Council Member Hines to reduce the number of advisory bodies for the City Council of Woodcreek, consolidate and unite some in function and purpose, reduce the restrictiveness of Texas Open Meetings Act components where applicable and lawful, create a new committee specifically for the purpose of handling community relations, and authorize legal counsel, Stan Springerley, to draft ordinances for the purpose. Seconded by Mayor Pro Tem Grummert. Motion passed 4-1-0. Vote was held by show of hands.

COUNCIL CONSIDERATIONS FOR AGENDA ITEMS AT NEXT REGULAR COUNCIL MEETING

Advisory Board Ordinances and Resolutions

Report on the POSAC packet from the ad hoc committee formed by Council

Neighbor to Neighbor update

Bathroom update and LCRA application

ANNOUNCEMENTS

Special Meeting to be held Monday December 16th at 6pm for the purpose of reviewing a resolution concerning the City Secretary position for the City of Woodcreek.

January 15th retreat for all Council Members, Staff, and Advisory Board Members

Staff and Council appreciate dinner on December 18th at the Leaning Pear - the City will not be covering alcohol purchases.

ADJOURN

Motion to adjourn by Mayor Pro Tem Grummert. Seconded by Council Member Hines.

Meeting adjourned at 9:18 PM.

Debra Hines, Mayor Pro Tem

ATTEST:

Jim Burton, Acting City Secretary

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