

CITY COUNCIL MEETING
January 11, 2023; 6:30 PM
Woodcreek, Texas

MINUTES

(Video begins at 10:05)

CALL TO ORDER

Mayor Rasco called the meeting to order at 6:32PM.

ROLL CALL AND ESTABLISH QUORUM

PRESENT

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

ABSENT

Councilmember Chrys Grummert

CITY STAFF PRESENT

City Manager, Kevin Rule
City Secretary, Suzanne MacKenzie
Administrative Assistant, Maureen Mele

PUBLIC COMMENTS

Public Comment was offered by Suzie Hall at the time the item comes up for discussion.

CONSENT CALENDAR

1. Approval of Regular City Council Meeting Minutes from December 14, 2022.

Motion was made by Council Member Hines to approve the Regular City Council Meeting minutes from December 14, 2022. (13:19) Motion was seconded by Council Member Pulley.

A roll call vote was held.

Voting Yea: Member Bailey, Member Hambrick, Member Hines, Member Pulley

Motion passed with a 4-0-0 vote.

REPORTS FROM OFFICERS AND COUNCIL LIAISONS

Report by Planning and Zoning Committee Liaison.

Meeting was all about STRs and the legal ramifications of STRs.

Report by Ordinance Review Committee Liaison.

Wrap up Important Woodcreek Ordinances. Postponed election of the Chair and Vice-Chair until the new people are elected.

Report by Parks and Recreation Board Liaison.

Main topic in the last meeting was the luminarias and getting those out. Since the last Parks Meeting, the City was awarded the \$200,000 POSAC Grant from Hays County.

Report by Platinum Roads Panel Liaison.

Received the revised RPF from K.Friese. Kevin has been instrumental in helping the Panel. Next meeting is on the 19th.

Report by Tree Board Liaison.

Draft RPF is ready and will be in packet next time. Want to interview finalists in person. Concern about Triangle trees getting close to Oak Wilt. Talking about Oak Wilt Assistance Program for the residents and Map. Arbor Day is November 3rd. Application from Tree City USA, waiting on next step.

Report by City Manager.

- Next week is Brush Pick-Up, starts on Monday through end of the week, approximately 105 people participating.
- City Hall will be closed on Monday, January 16th for holiday.
- Reminder no oak tree trimming after January 31st.
- February 1st will begin the process with the new Tree Trimming and Removal Applications.
- New button on the website for tree information
- Neighborhood Meeting on January 24 at 5:30P for residents affected by drainage issues on Westwood and Brookhollow. Once feedback is received, information will be relayed to K.Friese.
- Trying a new video system. Switched from IP Video to MS Teams to increase the quality of sound.
- New agenda template - following it tonight. More in line with Robert's Rules.
- Article in newspaper regarding Parks was really good, talking about past and future work. Thankful to Hays County for the grant.

Report by City Secretary.

No report given.

REPORT OF SPECIAL (Select or Ad Hoc) COMMITTEES

Ad Hoc Workgroup, ARPA Review (American Rescue Plan Act of 2021)

Council Member Chrys Grummert was not in attendance to give a report.

Ad Hoc Workgroup, Chapters 154-157 (Development Workgroup)

- Review of K.Friese's documents and the meshing of existing ordinances is complete. Chapter 154 is ready for review by Ad Hoc Committee.
- Other chapters (155-156) are in first draft mode. Chapter 15(currently Parks Board) will be environmental regulation.

SPECIAL ORDERS

2. **Discuss and Take Appropriate Action on Proposed Agreement with the Law Offices of Roger Gordon for Interim City Attorney Services (*Rasco*)**

Mayor Rasco presented the Agreement in the packet.

Motion was made by Council Member Hines to accept the proposed agreement with the Law Offices of Roger Gordon for Interim City Attorney Services. (25:45) Motion was seconded by Council Member Pulley.

A roll call vote was held.

Voting Yea: Member Hambrick, Member Hines, Member Pulley, Member Bailey

Motion passed with 4-0-0 vote.

UNFINISHED BUSINESS AND GENERAL ORDERS

3. **Presentation of the "Spirit of Woodcreek Award" to Cindy Jones (*Pulley*)**

Item was removed from the agenda. Council Member Pulley will bring the award to her home. He wants her to know how much she is appreciated what she does to help her neighbors and the City.

4. **Discuss and Take Appropriate Action on the Nominations to be Made by Councilmember Hambrick for the Open Tree Board and Ordinance Review Committee Positions. Discuss and Take Appropriate Action on the Nomination to be Made by Mayor Rasco for the Open Alternate Member Position on the Ordinance Review Committee (*Rasco*)**

Discussion was held on the following items:

1. Mayor Rasco re-submitted Monica Rasco's application to the Tree Board;
2. Council Member Hines stated that the reason the positions were being nominated was because of a change in the Ordinances. She then asked if Ordinances were retroactive. Interim City Attorney Gordon replied "no" and that since nominations for Parks and Planning and Zoning were picked out of a hat, they are not tied to Council Members. Mayor Rasco also replied that he would be willing to review appointments. Motion was made by Council Member Hines that we direct Staff to do a full review of of term appointments using Council Member Grummert's list and highlight anyone who needs a re-appointment and asks that fellow Council Members honor current appointments. (41.25) Motion was seconded by Council Member Pulley.

A roll call vote was held.

Voting Yea: Member Hines, Member Pulley, Member Bailey, Member Hambrick

Motion passed with 4-0-0 vote.

Jeff stated that Emma Davenport has submitted her resignation from the Committee as Chair, with the request that she can return as an alternate. This would be his nomination.

Motion was made by Council Member Hines that we accept Emma Davenport's resignation as Chair and request to be appointed as an alternate per Mayor Rasco's suggestion. (44:07) Motion was seconded by Council Member Pulley

No action was taken on this motion.

Council Member Hambrick asked what positions were open. Mayor Rasco stated there are two positions open and applications in the packet were submitted by Joe Branco and James Miller. Council Member Hambrick would be responsible for one nomination and Council Member Grummert for the second.

Motion was made by Council Member Hambrick to nominate Mr. James Miller to the Ordinance Review Committee (47:13). Motion was seconded by Council Member Pulley.

A roll call vote was held.

Voting Yea: Member Bailey, Member Hambrick, Member Hines, Member Pulley

Motion passed with 4-0-0 vote.

Council Member Hambrick made a motion that he would like to nominate Nancy Coddington for the position [as a member of the Tree Board]. (49:08) Council Member Bailey seconded the motion.

During discussion, Council Member Pulley stated he would like to keep Monica on the Board. Council Member Hines stated that Ms. Coddington could fill an open position on the Parks Board. Mayor Rasco stated that the new Chair isn't quite comfortable in her new role and as Vice-Chair Monica provides stability. Council Member Hines is not comfortable about removing a member from a board without speaking with her first.

Council Member Hambrick withdrew his motion. (56:01)

Motion was made by Council Member Hambrick to table the agenda item until next meeting. (57:00) Motion was seconded by Council Member Pulley.

A roll call vote was held.

Voting Yea: Member Hambrick, Member Hines, Member Pulley, Member Bailey

Motion passed with 4-0-0 vote.

NEW BUSINESS

5. Discuss and Take Appropriate Action on Changes to Committee Liaison Assignments (Rasco)

Motion was made by Council Member Hines to consider realigning the appointments of liaisons to Planning and Zoning and Parks with Council Member Hambrick taking over the Parks position and Council Member Grummert taking over the Planning and Zoning position. (58:00) Motion was seconded by Council Member Pulley.

A roll call vote was held.

Voting Yea: Member Hines, Member Pulley, Member Bailey, Member Hambrick

Motion passed with 4-0-0 vote.

6. Discuss and Take Appropriate Action on Parks and Recreation Board Resignations and Appointments (Rasco)

Motion was made by Council Member Pulley to accept the resignation of Karen Poe from Parks. (1:01) Motion was seconded by Council Member Bailey.

A roll call vote was held.

Voting Yea: Member Pulley, Member Bailey, Member Hambrick, Member Hines

Motion passed with 4-0-0 vote.

Motion was made by Council Member Hambrick to appoint Mr. John Abney to the Parks and Rec Committee. (1:03:15) Motion was seconded by Council Member Bailey.

A roll call vote was held.

Voting Yea: Member Bailey, Member Hambrick, Member Hines, Member Pulley

Motion passed with 4-0-0 vote.

Motion was made by Council Member Hines that we honor the Parks Board terms to their limits, omitting the recent Ordinance change for their memberships. (1:03:50) Motion was seconded by Council Member Pulley.

Rawlings and Maurer will expire with Council Member Pulley's and Hines' election term

A roll call vote was held.

Voting Yea: Member Hambrick, Member Hines, Member Pulley, Member Bailey

Motion passed with 4-0-0 vote.

7. Discuss and Take Appropriate Action on the Appointment of Members to the Hotel Occupancy Tax Advisory Committee (Rasco)

Suzie Hall retracted her Public Comment for this item.

Mayor Rasco introduced this item as the formation of a new Committee, based on an Ordinance that will have seven(7) members, no alternates and will have Mayor Rasco and City Manager Rule co-liaison the Committee.

Council Member Hambrick nominated Dany Ross;

Council Member Pulley nominated Mike Schneider;

Council Member Bailey nominated Lynnsey Hastie;

Council Member Hines nominated Cherri Maley; and

Mayor Rasco nominated Ann Tyler-Konradi and Tomas Palm.

** Still need Council Grummert's recommendation. **

Discussion included:

1. Council is not voting on HOT tonight, just the formation of the Committee;
2. Council went through the HOT training video and asks if the first meeting, the Committee can watch the video.

A roll call vote was held on all of the nominations.

Voting Yea: Member Hines, Member Pulley, Member Bailey, Member Hambrick

Motion passed with a 4-0-0 vote.

8. **Consider and Take Appropriate Action on a Resolution by the Woodcreek City Council Confirming a Review of the Investment Policy and Strategies of the City and Confirming Changes Made (Rule)**

City Manager Rule explained that the point of the Public Funds Investment Policy and Strategy is part of the Public Funds Investment Act and requires an annual review and approval by Council. The new policy does not remove any information from the old policy, only adds information into the new policy. Some examples in the packet include: page 46, length of investment (did not have a section "C"); page 48, reporting requirements (section 7); and page 49, internal controls and annual review (section 8).

Motion was made by Council Member Hines to adopt the Investment Policy as written by City Manger Rule. (1:29:29) Motion was seconded by Council Member Pulley.

In response to Council Member Hines' question about moving City Funds into a Money Market to draw upon when needed, City Manager Rule explained that the \$400,000 that we have is in a state investment pool, whose rates are currently at 3%. The weighted average of investments is one(1) year, but cannot be more than five(5) years. When the Bond Funds arrive, they will arrive in a chunk and will be committed in a protected (allocated) account.

A roll call vote was held.

Voting Yea: Member Pulley, Member Bailey, Member Hambrick, Member Hines

Motion passed with a 4-0-0 vote.

9. **Discuss and Take Appropriate Action to Renew the Motion to Approve the Recommendations from the City Engineer, the Ordinance Review Committee and the Planning and Zoning Committee to Include Minimum Lot Sizes in our Zoning Chapter (Grummert)**

Mayor Rasco read an email from Council Member Grummert, stating the motion that he was going to make if he had been present at the meeting: "Renew the motion to approve the recommendation from the City Engineer, the Ordinance Review Committee and the Planning and Zoning Committee to include Minimum Lot Sizes in a future Zoning Ordinance to be presented to Council at a later time."

Motion was made by Council Member Hambrick to follow Council Member Grummert's motion in the email, but to renew and reconsider the item to approve at a later time. (1:40:00) Motion was seconded by Council Member Pulley

A roll call vote was held.

Voting Yea: Member Bailey, Member Hambrick, Member Hines, Member Pulley

Motion passed with a 4-0-0 vote.

Motion was made by Council Member Hines that Council approve adding Minimum Lot Sizes into our Zoning Code for a pending Ordinance to be passed at a later date. (1:43:56) Motion was seconded by Council Member Pulley.

Part of the discussion contained the suggestion that there should be a statement in the Ordinance that states that existing properties (large or small) are not affected by this change.

Mayor Rasco called the question.

A roll call vote was held.

Voting Yea: Member Hambrick, Member Hines, Member Bailey

Abstentions: Member Pulley

Motion passed with a 3-0-1 vote.

** Note from Interim City Attorney: What we can try to do is piggy-back other items that require a Public Notice into one mailing.

10. **Discuss and Consider Approving a 2023 Citizen Survey (Hines)**

Motion was made by Council Member Hines that Council approve the Citizen Survey concept and that we consider this draft.(1:56:09) Motion was seconded by Council Member Pulley.

Council Member Hines would like, if nothing else to approve the concept of a survey at this time. The content of the survey, if we would like a second draft presented, has no issue with that.

Council Member Bailey asked about delivery method. Council Member Hambrick asked about cost of membership. Council Member Hines said she thinks the \$400 annual membership is paid for through February. Council Member Hambrick asked about the misrepresentation of residents who may not want to use the electronic survey. Council Member Bailey would like to do both options for the survey (electronic and mail)

A roll call vote was held.

Voting Yea: Member Hines, Member Pulley, Member Bailey, Member Hambrick

Motion passed with a 4-0-0 vote.

Motion was made by Council Member Hambrick to include a mailing with the electronic version. (2:14:00) Motion was seconded by Council Member Bailey.

A roll call vote was held.

Voting Yea: Member Pulley, Member Bailey, Member Hambrick, Member Hines

Motion passed with a 4-0-0 vote.

ADJOURN

Mayor Rasco adjourned the meeting at 8:36PM.

Mayor Jeff Rasco

Suzanne MacKenzie, City Secretary

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