

**CITY COUNCIL MEETING (CITY HALL)**  
**July 24, 2024; 4:00 PM**  
**Woodcreek, Texas**

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**MINUTES**

**CALL TO ORDER**

Mayor Rasco Called the Meeting to Order at 4:00PM.

**MOMENT OF SILENCE**

**PLEDGES**

**ROLL CALL and ESTABLISH QUORUM**

PRESENT

Mayor Jeff Rasco  
Mayor Pro Tem Debra Hines  
Council Member Linnea Bailey  
Council Member Chrys Grummert  
Council Member Bob Hambrick  
Council Member Krista Richardson

CITY STAFF PRESENT

City Secretary, Suzanne Mac Kenzie  
City Attorney, Charles Zech

**PUBLIC COMMENTS**

No Public Comments were offered.

**CONSENT CALENDAR**

1. **Approval of Amended Regular City Council Meeting Minutes From June 26, 2024.**
2. **Approval of Special City Council Budget Workshop Meeting Minutes From July 3, 2024.**
3. **Approval of Special City Council Budget Workshop Meeting Minutes From July 10, 2024.**
4. **Approval of Regular City Council Meeting Minutes From July 10, 2024.**

Mayor Pro Tem Hines requested that Item 4 be removed from the Consent Agenda and move it into the Regular Agenda. With no objections received, Mayor Rasco approved and moved the item into the Regular Agenda.

Motion was made by Mayor Pro Tem Hines that we pass Items 1 through 3 in the Consent Agenda. Motion was seconded by Council Member Richardson.

Mayor Rasco Called for the vote by Show of Hands.

Motion Passed: 5-0-0.

## REPORTS FROM OFFICERS AND COUNCIL LIAISONS

5. Report by Parks and Recreation Board Liaison.  
Report of Progress to City Council from the Parks and Recreation Board to include plan changes that have been made, both additions and deletions in design, to be forwarded to POSAC.
  
6. Report by Tree Board Liaison.
  - a. Judy Newton has joined the Tree Board
  - b. We have started working in sub-committees to make progress on the Woodcreek Tree Care Management Plan
  - c. Arbor Day 2025 has been scheduled for April 4th
  - d. They have comprised a list of trees on City property that are in serious decline and need attention/removal.
  - e. The Tree Board will start hosting a second event every Fall, a 5k "Run for the Trees"
  - f. Oak wilt RFP has been sent out to local arborists

## REGULAR AGENDA

4. (Moved from Consent Agenda) **Approval of Regular City Council Meeting Minutes From July 10, 2024.**

Mayor Pro Tem Hines made a motion to edit the meeting minutes from July 10<sup>th</sup>. Motion was seconded by Council Member Grummert.

Mayor Rasco added that the minutes would be brought back to Council.

Mayor Rasco Called for the vote by Show of Hands.

Motion Passed: 5-0-0.

7. **Workshop for the two-way communication of Council's Advisory Boards and Council.** (*Grummert*)

Workshop Opened at 4:12 PM.

Workshop Closed at 5:04 PM.

8. **Discuss and Take Possible Action on the two-way communication of Council's Advisory Boards and Council.** (*Grummert*)

Motion was made by Council Member Grummert that Council direct Council Member Grummert to add the section starting on the bottom of page 44 of the packet to the Liaison Policy and bring it back for approval, as amended. Motion was seconded by Council Member Richardson.

An Amendment was made by Council Member Hambrick to perhaps we postpone this until our Advisory Board Chairs get another look at it before we, for instance if they think there is something else that they think is going to need to be added or taken away to make it as good or better for the Advisory Board than it is now. Motion was seconded by Council Member Bailey.

Mayor Rasco Called for the vote by Show of Hands on the Amendment.

Voting Yea: Council Member Bailey, Council Member Hambrick

Voting Nay: Council Member Grummert, Mayor Pro Tem Hines, Council Member Richardson

Motion Failed: 2-3-0.

A Second Amendment was made by Mayor Pro Tem Hines to strike "add section" portion. Motion was seconded by Council Member Grummert.

Mayor Rasco Called for the vote by Show of Hands on the Second Amendment.

Motion Passed: 5-0-0.

Mayor Rasco Called for the vote by Show of Hands on the Main Motion.

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

Voting Nay: Council Member Hambrick

Motion Passed: 4-1-0.

9. **Discuss and take appropriate action to select a municipal administration consultant and direct Mayor and Staff to enter into an agreement for professional services.** *(Rasco)*

Motion was made by Mayor Pro Tem Hines that we select Mike Boese as a Municipal Administration Consultant for the City of Woodcreek and direct the Mayor and Staff to enter into an agreement for professional services, as amended. Motion was seconded by Council Member Hambrick.

An Amendment was made by Mayor Pro Tem Hines that the cost of services not to exceed \$20,000 without additional Council approval. Motion was seconded by Council Member Grummert.

Mayor Rasco Called for the vote by Show of Hands on the Amendment.

Motion Passed: 5-0-0.

Mayor Rasco Called for the vote by Show of Hands on the Main Motion.

Motion Passed: 5-0-0.

10. **Discuss and Take Appropriate Action on Updating the Comprehensive Plan, Including but not Limit to Creation of a Survey, and Updating the Demographics Section with the most Recent Census Data.** *(Grummert)*

Motion was made by Council Member Grummert that Council take action to update the Comprehensive Plan, including creating a citizen survey and updating the demographics section using the most recent Census Data, as amended. Motion was seconded by Mayor Pro Tem Hines.

An Amendment was made by Mayor Pro Tem Hines to state liaisons shall contact their Boards about tasks outlined in the Comp Plan uncompleted and they should make a general call for questions to be added for consideration. Motion was seconded by Council Member Grummert.

Mayor Rasco Called for the vote by Show of Hands on the Amendment.

Motion Passed: 5-0-0.

A Second Amendment was made by Mayor Pro Tem Hines to direct the Mayor to seek professional consulting. Motion was seconded by Council Member Grummert.

Mayor Rasco Called for the vote by Show of Hands on the Second Amendment.

Motion Passed: 5-0-0.

Mayor Rasco Called for the vote by Show of Hands on the Main Motion.

Motion Passed: 5-0-0.

## **COUNCIL CONSIDERATIONS FOR AGENDA ITEMS AT NEXT REGULAR COUNCIL MEETING**

- i. *Introduced by Council Member Bailey, Seconded by Mayor Pro Tem Hines*
  - Pedestrian Survey with input from I&M Panel
- ii. *Introduced by Council Member Grummert, Seconded by Council Member Hambrick*
  - Update to Fund Balance Policy and Procurement Policy with resolutions
- iii. *Introduced by Council Member Grummert, Seconded by Mayor Pro Tem Hines*
  - Redline drafts of City Administrator and City Secretary position (Ch. 30)
- iv. *Introduced by Council Member Bailey, Seconded by Mayor Pro Tem Hines*
  - Placement of sidewalks
- v. *Introduced by Mayor Pro Tem Hines, Seconded by Council Member Grummert*
  - Rainwater collection on all city structures and ADA restroom on-site build
- vi. *Introduced by Mayor Pro Tem Hines, Seconded by Council Member Bailey*
  - Proposed budget
- vii. *Introduced by Mayor Rasco*
  - Replat of Oak Orchard Enclave

6:16PM – 6:18PM Council Member Grummert left the meeting

## **ANNOUNCEMENTS**

August 18<sup>th</sup> - 40<sup>th</sup> Anniversary Celebration for the City of Woodcreek at the Camp

**ADJOURN**

Mayor Rasco Adjourned the Meeting at 6:18 PM.

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*Jeff Rasco, Mayor*

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*Suzanne Mac Kenzie, City Secretary*

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