

**CITY COUNCIL MEETING (CITY HALL)**  
**June 12, 2024; 6:30 PM**  
**Woodcreek, Texas**

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**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  
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, Megan Santee – A representative of Denton, Navarro, Rocha, Bernal & Zech, P.C.

**PUBLIC COMMENTS**

Public Comments were made by:

1. Mr. Brian Webb:
  - a) read a Council Member statement regarding the Deerfield Meeting held at City Hall at 5:30P on June 12, 2024;
  - b) requested all future meetings to be posted Town Hall Meetings; and
  - c) requested the interim City Manager requirements.
2. Ms. Iris Ramos thanking Council for their work.
3. Mr. Jake Jacobsen on item numbers 8 and 25.
4. Ms. Camila Shedd – Sent an email that was partially read into the record by Mayor Rasco in regard to items 7,8,9,10 and 15.

## CONSENT CALENDAR

1. **Approval of Regular City Council Meeting Minutes From May 22, 2024.**
2. **Approval of Special City Council Meeting Minutes From May 29, 2024.**

Motion was made by Council Member Grummett to move item 2 out of the Consent Agenda into Regular Agenda. Motion was seconded by Mayor Pro Tem Hines.

With no objection, Mayor Rasco moved the item into the Regular Agenda.

Motion was made by Council Member Grummett to approve item 1. Motion was seconded by Mayor Pro Tem Hines.

Mayor Rasco Called for the vote by Show of Hands.

Motion Passed: 5-0-0.

## REPORTS FROM OFFICERS AND COUNCIL LIAISONS

3. **Report By Parks and Recreation Board Liaison.** *(Council Member Hambrick)*
  - a) Parks and Open Space Advisory Commission (POSAC) Funds Award
  - b) Parks and Recreation Board Original Plans for City Parks, with Parks and Open Space Advisory Commission (POSAC) Funds
  - c) Parks and Recreation Board Revised Cost Saving Plans, with Parks and Open Space Advisory Commission (POSAC) Funds
  - d) Parks and Open Space Advisory Commission (POSAC) Funds Spent To Date
  - e) Remaining Work To Be Done At City Parks, with Parks and Open Space Advisory Commission (POSAC) Funds
4. **Report By City Staff.** *(Jim Burton)*
  - Expenditures for Limb Pick-Up for May Storm.

## REGULAR AGENDA

Council Member Hambrick made a Point of Order regarding item #25, moving it up on the agenda in consideration of the audience in attendance.

Objection was made by the City Secretary to City Council going into Executive Session on Item #25 and a request was made for a Public Hearing.

City Secretary agreed to have agenda item 25 moved up in the agenda discussion.

Motion was made by Mayor Pro Tem Hines that we open discussion and possible action on the evaluation of the City Secretary. Motion was seconded by Council Member Grummert.

A roll vote was held.

Voting Yay: Council Member Bailey, Council Member Hambrick.

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

Motion Failed: 2-3-0.

### 2. **Approval of Special City Council Meeting Minutes From May 29, 2024.**

Motion was made by Council Member Grummert to adopt the May 29, 2024 meeting minutes with the edit to item 2 in the minutes to include motion was seconded by Council Member Hambrick. Motion was seconded by Council Member Richardson.

Mayor Rasco Called for the vote by Show of Hands.

Motion Passed: 5-0-0.

### 5. **Discussion and possible action to approve scope of work and plan changes for park improvement plans as related to the Parks and Open Space Advisory Commission (POSAC) Grant expenditures. (Hines)**

Motion was made by Mayor Pro Tem Hines that Council approve the scope of work changes for Augusta Park, as presented in this packet. Motion was seconded by Council Member Hambrick.

Motion was made by Mayor Pro Tem Hines that we ask the Parks Department to create an itemized cost analysis of the scope of work change and submit an updated plan to us, in addition to the updated design. Motion was seconded by Council Member Hambrick.

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

Motion Passed: 5-0-0.

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

Motion Passed: 5-0-0.

**6. Discussion and possible action on a Resolution of the City of Woodcreek supporting innovative One Water strategies and exploring such strategies in public and private development projects within the City. (Hines)**

Motion was made by Mayor Pro Tem Hines to approve a resolution of the City of Woodcreek supporting innovative One Water strategies and exploring such strategies in public and private development projects within the City. Motion was seconded by Council Member Grummert.

A roll vote was held.

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

Voting Nay: Council Member Hambrick.

Motion Passed: 4-1-0.

**7. Discussion and possible action on temporarily granting full administrative access to the General Ledger and all other areas in the FundView accounting software to Mayor Rasco and authorize Mayor to grant limited access to other staff and Council Members. (Hines)**

Motion was made by Mayor Pro Tem Hines temporarily granting full administrative access to the General Ledger and all other areas in the FundView accounting software to Mayor Rasco and authorize the Mayor to grant limited access to other staff and Council Members. Motion was seconded by Council Member Bailey.

A roll vote was held.

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

Voting Nay: Council Member Hambrick.

Motion Passed: 4-1-0.

**8. Discussion and possible action on hiring Jim Burton as a full-time employee of the City of Woodcreek for the position of Code Administrator / Planner. (Rasco)**

Motion was made by Mayor Pro Tem Hines that we hire Jim Burton as a full-time employee of the City of Woodcreek for the position of Code Administrator and Planner. Motion was seconded by Council Member Grummert.

Public Comments submitted via email and were read into the record by Mayor Rasco:

- a. Ms. Camilla Shedd – Mayor Rasco noted that the portion of her Public Comment, relative to this item had already been read into record.
- b. Ms. Robin Dow on items 7,8,9,10 and 15.

Mayor Rasco Called for the vote by Show of Hands.

Motion Passed: 5-0-0.

Council Member Grummert called for a Point of Personal Preference for a break.

Mayor Rasco granted a break in the meeting.

***BREAK:*** 8:05P – 8:15P

**9. Discussion and possible action on authorizing Jim Burton to assist Mayor Rasco in the administrative duties of the City of Administrator of the City of Woodcreek and provide for a temporary increase in salary. (Rasco)**

Motion was made by Mayor Pro Tem Hines to authorize Jim Burton to assist the Mayor in his duties as acting City Administrator and increase pay while performing these responsibilities of the amount of \$1,000 per month, with a retroactive starting date of June 2<sup>nd</sup>. Motion was seconded by Council Member Richardson.

Mayor Rasco Called for the vote by Show of Hands.

Motion Passed: 5-0-0.

**10. Discussion and possible action on adopting a resolution retaining Mayor Jeff Rasco and Mayor Pro Tem Debra J Hines as Texas Regional Bank Signatories and adding city staff member Jim Burton. (Rasco)**

Motion was made by Mayor Pro Tem Hines to pass the resolution to add Mr. Burton as a signatory on the Texas Regional Bank. Motion was seconded by Council Member Grummert.

Mayor Rasco Called for the vote by Show of Hands.

Motion Passed: 5-0-0.

**11. Discuss and Take Possible Action To Adopt An Ordinance Updating §156.057 Fences, Increasing Side and Back Fence Height Limits to Eight(8) Feet, Including Updating A Reference To Fence Height in §156.009 Under "Privacy Fence". (Staff)**

Motion was made by Council Member Grummett to adopt the Ordinance updating §156.057 Fences, increasing side and back fence height limits to eight(8) feet, including a reference to fence height in §156.009 under "Privacy Fence." Motion was seconded by Council Member Richardson.

Mayor Rasco Called for the vote by Show of Hands.

Motion Passed: 5-0-0.

**12. Discuss and Take Possible Action to Accept the 2024 Budget and Elections Calendar. (Staff)**

Motion was made by Council Member Hambrick that we accept the 2024 Budget and Elections Calendar. Motion was seconded by Council Member Bailey.

Mayor Rasco Called for the vote by Show of Hands.

Motion Passed: 5-0-0.

**13. Discuss and Take Possible Action To Approve the 2024 Hays County Joint Election Agreement and the 2024-2025 Hays County Contract For Election Services For the November 5, 2024 General Election. (Staff)**

Motion was made by Council Member Hambrick to approve the 2024 Hays County Joint Election Agreement and the 2024-2025 Hays County Contract for Election Services for the November 5, 2024 General Election. Motion was seconded by Council Member Richardson.

Mayor Rasco Called for the vote by Show of Hands.

Motion Passed: 5-0-0.

**14. Discuss and Take Possible Action To Approve An Ordinance Ordering An Election of the City of Woodcreek For Three(3) At-Large Council Member Positions in the November 5, 2024 General Election. (Staff)**

Motion was made by Council Member Bailey to approve an Ordinance ordering an election of Woodcreek for three(3) at-large Council Member positions in the November 5th 2024 General Election. Motion was seconded by Council Member Hambrick

Mayor Rasco Called for the vote by Show of Hands.

Motion Passed: 5-0-0.

**15. Discuss and Take Appropriate Action To Appoint Members and Alternates To Fill Advisory Board Vacancies, As Listed. (Staff)**

Motion was made by Mayor Pro Tem Hines to appoint Carolyn Nesbitt as a full member of the Ordinance Review Committee. Motion was seconded by Council Member Grummert.

Mayor Rasco Called for the vote by Show of Hands.

Motion Passed: 5-0-0.

Motion was made by Council Member Hambrick to appoint Judy Newton to the Tree Board. Motion was seconded by Council Member Bailey.

Mayor Rasco Called for the vote by Show of Hands.

Motion Passed: 5-0-0.

Motion was made by Council Member Richardson to appoint Carson Bledsoe to the Ordinance Review Committee. Motion was seconded by Council Member Bailey.

Mayor Rasco Called for the vote by Show of Hands.

Motion Passed: 5-0-0.

Motion was made by Council Member Richardson that Mayor Rasco appoint Russell Scott as the alternate position on Parks Board. Motion was seconded by Council Member Grummert.

Mayor Rasco Called for the vote by Show of Hands.

Motion Passed: 5-0-0.

**16. Discuss and Take Appropriate Action To Review and Accept the Financial Statements From October 2023.**

*Discussion and decision for this item is noted under item #24, below.*

**17. Discuss and Take Appropriate Action To Review and Accept the Financial Statements From November 2023.**

*Discussion and decision for this item is noted under item #24, below.*

**18. Discuss and Take Appropriate Action To Review and Accept the Financial Statements From December 2023.**

*Discussion and decision for this item is noted under item #24, below.*

**19. Discuss and Take Appropriate Action To Review and Accept the Financial Statements From February 2024.**

*Discussion and decision for this item is noted under item #24, below.*

**20. Discuss and Take Appropriate Action To Review and Accept the Financial Statements From March 2024.**

*Discussion and decision for this item is noted under item #24, below.*

**21. Discuss and Take Appropriate Action To Review and Accept the Financial Statements From April 2024.**

*Discussion and decision for this item is noted under item #24, below.*

**22. Discuss and Take Appropriate Action To Review and Accept the Investment Quarterly Report Ending December 31, 2023.**

*Discussion and decision for this item is noted under item #24, below.*

**23. Discuss and Take Appropriate Action To Review and Accept the Financial Statements From January 2024.**

*Discussion and decision for this item is noted under item #24, below.*



**24. Discuss and Take Appropriate Action To Review and Accept the Investment Quarterly Report Ending March 31, 2024.**

Motion was made by Mayor Pro Tem Hines to postpone items 16-24 indefinitely. Motion was seconded by Council Member Bailey.

Mayor Rasco Called for the vote by Show of Hands.

Motion Passed: 5-0-0.

**25. Evaluation of City Secretary and possible action related thereto. (Rasco)**

Public Comments submitted via email were read by Mayor Rasco from:

- a) Ms. Camilla Shedd – commendation of City Secretary’s work and thank you to Council
- b) Ms. Robin Dow – acknowledgement of City Secretary’s work and thank you to Council
- c) Mrs. Lorraine Koehler – thank you for City Secretary’s assistance
- d) Ms. Suzanne Mac Kenzie – City Secretary report of work performed 2022-2024

Motion was made by Mayor Pro Tem Hines to direct the City Attorney to draft a resolution for termination of employment based on a lack of confidence for the City Secretary position. Motion was seconded by Council Member Grummett.

**Mayor Rasco called Executive Session under Texas Local Government Code §551.071-Consultation with Attorney; Closed Meeting.**

**Executive Session Opened at 9:02PM.**

**Executive Session Closed at 9:13PM.**

No action was taken during Executive Session.

A roll call vote was taken.

Voting Yea: Mayor Pro Tem Hines, Council Member Grummett,  
Council Member Richardson

Voting Nay: Council Member Bailey, Council Member Hambrick

Motion Passed: 3-2-0.

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

- A) *Introduced by Mayor Pro Tem Hines*
  - Triangle Beautification Project
  - i. *Introduced by Council Member Bailey*
  - ii. Infrastructure and Mobility Report
  - iii. Financials
- B) *Introduced by Council Member Hambrick*
  - Recommendation from Parks for the most recent update for POSAC.
- C) *Introduced by Council Member Richardson*
  - i. Possible removal of Jake Buckner from Tree Board
  - ii. Oak wilt assessment of city property.

**ANNOUNCEMENTS**

July 4<sup>th</sup> parade and fireworks

**ADJOURN**

Mayor Rasco Adjourned the Meeting at 9:41PM.

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*Jeff Rasco, Mayor*

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*Suzanne Mac Kenzie, City Secretary*