

---

## MEETING NOTICE

*The City Council of the City of Woodcreek, Texas will conduct a meeting at Woodcreek City Hall, 41 Champions Circle, Woodcreek, Texas. The meeting will be held on Wednesday, December 11, 2024 at 6:30 PM.*

*All attendees are encouraged to wear face coverings when a minimum of six-foot social distancing cannot be maintained. Smoking is not allowed anywhere on the property of City Hall.*

*The public may watch this meeting live at the following link:*

*<https://zoom.us/j/93042077015?pwd=VWltS09Va1JJZWxzZHY4TVRMOzBvQT09>  
Meeting ID: 930 4207 7015 Passcode:946057*

*A recording of the meeting will be made and will be available to the public in accordance with the Texas Public Information Act upon written request. This notice, as amended, is posted pursuant to the Texas Open Meetings Act (Vernon's Texas Codes Ann. Gov. Code Chapter 551).*

-----  
*The City of Woodcreek is committed to compliance with the Americans with Disabilities Act. Reasonable modifications and equal access to communications will be provided upon request. Please call the City Secretary's Office at 512-847-9390 for information. Hearing-impaired or speech disabled persons equipped with telecommunications devices for the deaf may call 7-1-1 or may utilize the statewide Relay Texas program at 1-800-735-2988.*

*Pursuant to Section 30.07, Penal Code (trespass by license holder with an openly carried handgun), a person licensed under Subchapter H, Chapter 411, Government Code (handgun licensing law), may not enter this property with a handgun that is carried openly.*

*It is anticipated that members of other City Boards, Commissions, Panels and/or Committees may attend the meeting in numbers that may constitute a quorum of the other City Boards, Commissions, Panels and/or Committees. Notice is hereby given that this meeting, to the extent required by law, is also noticed as a meeting of the other City Boards, Commissions, Panels and/or Committees of the City, whose members may be in attendance. The members of the City Boards, Commissions, Panels and/or Committees may participate in discussions on the items listed on this agenda, which occur at this meeting, but no action will be taken by those in attendance unless such action item is specifically listed on an agenda during a regular or special meeting for the respective Board, Commission, Panel and/or Committee subject to the Texas Open Meetings Act.*

-----  
*The City Council may retire to Executive Session any time during this meeting, under Texas Government Code, Subchapter D.*

*Action, if any, will be taken in open session.*

*This agenda has been reviewed and approved by the City's legal counsel and the presence of any subject in any Executive Session portion of the agenda constitutes a written interpretation of Texas Government Code Chapter 551 by legal counsel for the governmental body and constitutes an opinion by the attorney that the items discussed therein may be legally discussed in the closed portion of the meeting considering available opinions of a court of record and opinions of the Texas Attorney General known to the attorney. This provision has been added to this agenda with the intent to meet all elements necessary to satisfy*

Texas Government Code Chapter 551.144(c) and the meeting is conducted by all participants in reliance on this opinion.

-----

Any citizen shall have a reasonable opportunity to be heard at any and all meetings of the Governing Body in regard to: (1) any and all matters to be considered at any such meeting, or (2) any matter a citizen may wish to bring to the Governing Body's attention. No member of the Governing Body may discuss or comment on any citizen public comment, except to make: (1) a statement of specific, factual information given in response to the inquiry, or (2) a recitation of existing policy in response to the inquiry. Any deliberation of or decision about the subject of the inquiry shall be limited to a proposal to place the subject on the agenda for a subsequent meeting per Texas Local Government code Sec. 551.042

Citizen comments will be allowed at the beginning of every meeting, or alternatively, before an item on the agenda upon which the citizen wishes to speak is to be considered. All citizens will be allowed to comment for **three (3) minutes** per person and shall be allowed more time at the Mayor or Chair's discretion. In addition, citizens may pool their allotted speaking time. To pool time, a speaker must present the names individuals present in the audience who wish to yield their three(3) minutes. Citizens may present materials regarding any agenda item to the City Secretary at or before a meeting, citizens attending any meeting are requested to complete a form providing their name, address, and agenda item/concern, but are not required to do so before speaking and presenting it to the City Secretary prior to the beginning of such meeting. Comments may only be disallowed and/or limited as per Government Code § 551.007(e).

Submit written comments by email to [woodcreek@woodcreektx.gov](mailto:woodcreek@woodcreektx.gov) by **NOON**, the day prior to the meeting. Please include your full name, home or work address, and the agenda item number. Written comments will be part of the official written record only.

---

## AGENDA

### CALL TO ORDER

### MOMENT OF SILENCE

### PLEDGES

### ROLL CALL and ESTABLISH QUORUM

### PUBLIC COMMENTS

### CONSENT CALENDAR

1. Discuss and Take Appropriate Action on the Approval of the 2025 Holiday Calendar for the City of Woodcreek

### REPORTS FROM OFFICERS AND COUNCIL LIAISONS

2. Report from Infrastructure and Mobility Panel Liaison Bailey
  - Directing I&M Panel to review drainage report from City Engineers
3. Report from Planning and Zoning Commission Liaison Grummert
  - Reduction of Commission from 7 members to 5.
  - Request that actionable items that are directed by Council to the Commission should be explicitly detailed in an input form.
4. Report by City Administrator, Jim Burton

Sheriff's Report  
Monthly Financials  
City Hall Updates

## **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)
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)
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)
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)
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)
10. Discussion and possible action on the Resolution governing City Council meetings for the City of Woodcreek
11. Discussion and possible action to adopt an ordinance amending the City of Woodcreek Code of Ordinances Chapter 33: Records Retention Management.
12. Discussion and take possible action to adopt a resolution setting a record retention policy for the City of Woodcreek
13. Discussion and possible action regarding the installation of a public restroom at Creekside Park in the City of Woodcreek.
14. Discuss and take possible action to direct the Infrastructure and Mobility Panel to review the drainage report being prepared by City Engineers Freeland Turkand and discuss drainage recommendations with the engineers before their final report is submitted to the City Council.
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)

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

### **ANNOUNCEMENTS**

### **ADJOURN**

### **POSTING CERTIFICATION**

**IT IS HEREBY CERTIFIED** that the foregoing agenda has been posted on the outdoor Notice Board of Woodcreek City Hall on the **6th day of December, 2024 at 4:00PM.**

