

**SPECIAL CITY COUNCIL MEETING**  
**October 26, 2022; 2:00 PM**  
**Woodcreek, Texas**

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**MINUTES**

**CALL TO ORDER**

Mayor Rasco called the meeting to order at 2:00PM.

**MOMENT OF SILENCE**

**PLEDGES**

**ROLL CALL AND ESTABLISH QUORUM**

**PRESENT**

Mayor Jeff Rasco  
Mayor Pro Tem Aurora F. LeBrun  
Councilmember Chrys Grummert  
Councilmember Debra Hines  
Councilmember Joe Kotarba  
Councilmember Brent H. Pulley

**STAFF PRESENT**

City Attorney, Bud Wymore  
City Secretary, Suzanne Mac Kenzie  
Admin. Asst., Maureen Mele

**PUBLIC COMMENTS**

No Public Comments were offered.

**REGULAR AGENDA**

- 1. Discuss and Take Appropriate Action on the Application for a Special Event Permit for the Ride to End Alzheimer's on Sunday, November 6, 2022.**

Motion was made by Councilmember Hines to approve the Special Event Permit for the Ride to End Alzheimer's on Sunday, November 6, 2022. (3:29) Motion was seconded by Councilmember Pulley.

A role call vote was taken.

Voting Yea: Mayor Pro Tem LeBrun, Councilmember Grummert, Councilmember Hines, Councilmember Kotarba, Councilmember Pulley

Motion Passed: 5-0-0.

Discussion that the Ride has occurred in prior years, traveling through Woodcreek. The notice was recently received otherwise the item would be on an earlier meeting agenda. With the proximity of the event, the fee associated with the Special Event Permit will be waived.

**2. Discuss and Take Appropriate Action on a Resolution to Select the Administrative/Project Delivery Service Provider(s) to Complete Application and Project Implementation for the City of Woodcreek's 2023-2024 Texas Community Development Block Grant Funded and Administered through the Texas Department of Agriculture (Grummert)**

Motion was made by Councilmember Grummert to approve resolution to select the administrative/project delivery service providers to complete the application and project implementation for the City of Woodcreek's 2023-2024 Texas Community Development Block Grant funded and administered through the Texas Department of Agriculture. (5:46) Motion seconded by Councilmember Kotarba.

A role call vote was taken.

Voting Yea: Councilmember Grummert, Councilmember Hines, Councilmember Kotarba, Councilmember Pulley, Mayor Pro Tem LeBrun

Motion Passed: 5-0-0.

Grantworks was selected by the Ad Hoc Review Committee. Discussion was held between Governing Body and Michael, from Grantworks regarding the next steps for the City.

**3. Discuss and Take Appropriate Action on a Resolution to Select the Engineering/Architectural/Surveying Service Provider(s) to Complete Project Implementation for the City of Woodcreek's 2023-2024 Texas Community Block Grant Funded and Administered through the Texas Department of Agriculture (Grummert)**

Motion was made by Councilmember Grummert to approve the resolution to select the engineering/architectural/surveying service providers to complete the project implementation for the City of Woodcreek's 2023-2024 Texas Community Development Block Grant funding administered through the Texas Department of Agriculture.

TLC Engineering was selected by the Ad Hoc Review Committee. Discussion was held between Governing Body and Michael, from Grantworks regarding the next steps for the City.

Motion was made by Councilmember Hines that after the election, Council nominate a person from the Platinum Panel and a person from Council as liaisons with Grantworks staff to interface on this project. (25:20)

Motion was seconded by Councilmember Grummert.

A role call vote was taken on the amendment.

Voting Yea: Councilmember Kotarba, Councilmember Pulley, Mayor Pro Tem LeBrun, Councilmember Grummert, Councilmember Hines

Motion Passed: 5-0-0.

A roll call vote was taken on the main motion.

Voting Yea: Councilmember Hines, Councilmember Kotarba, Councilmember Pulley, Mayor Pro Tem LeBrun, Councilmember Grummert

Motion Passed: 5-0-0.

**4. Discuss and Take Appropriate Action on Recommendations for Updates to Section 156.060 Garage and Yard Sales from Ordinance Review Committee (Hines)**

Motion was made by Councilmember Hines to accept the recommendations from the Ordinance Review Committee and draft an ordinance based on their recommendations in addition to any additional recommendations that Council makes. (29:48) Motion was seconded by Councilmember Grummert.

Discussion of the recommendations from the Ordinance Review Committee. They left the cost of the signage and the penalties up to Council. Recommendation of changing the cost of a garage sale sign for residents to \$10.00/sign. Explanation of current ROW areas and fees done by Staff. Additional discussion of the total number of garage sales by residents per year.

A roll call vote was taken.

Voting Yea: Councilmember Pulley, Mayor Pro Tem LeBrun, Councilmember Grummert, Councilmember Hines, Councilmember Kotarba,

Motion Passed: 5-0-0.

**5. Discuss and Take Appropriate Action on Creating a Bi-annual City-Wide Garage Sale (Grummert)**

Motion was made by Councilmember Grummert to proceed with a single, annual city-wide garage sale event to take place the weekend before bulk pick-up with the \$10 fee donated to a Parks line-item budget; City Secretary will coordinate the event, if Parks declines. Councilmember Hines seconded motion.

A roll call vote was taken.

Voting Yea: Mayor Pro Tem LeBrun, Councilmember Grummert, Councilmember Hines, Councilmember Kotarba, Councilmember Pulley,

Motion Passed: 5-0-0.

**6. Discuss and Take Appropriate Action on Amending the City of Woodcreek Code of Ordinances at TITLE XI (" BUSINESS REGULATIONS"), CHAPTER 110 ("HOTEL OCCUPANCY TAX") to Raise the Current Tax Rate of Zero to Seven (7) Percent (Grummert)**

Motion was made by Mayor Pro Tem LeBrun to postpone further action on this item until Council has time to implement an Advisory Workgroup and engage those that would be subject to this tax. Motion was seconded by Councilmember Pulley.

An amendment to the motion was made by Mayor Pro Tem LeBrun to postpone this item up to 90 days. Amendment was seconded by Councilmember Pulley.

Motion was made by Councilmember Hines for the City of Woodcreek to place an ad in the paper to notify interested parties who want to be considered for the committee. Motion was seconded by Councilmember Grummert.

Discussion of HOT of 7% would be applied and there would be no requirement for a public hearing to increase the current tax rate from 0%.

A role call vote was taken on the second motion.

Voting Yea: Councilmember Pulley, Mayor Pro Tem LeBrun, Councilmember Grummert, Councilmember Hines, Councilmember Kotarba

Motion Passed: 5-0-0.

A role call vote was taken on the amendment to the main motion.

Voting Yea: Councilmember Kotarba, Councilmember Pulley, Mayor Pro Tem LeBrun, Councilmember Grummert, Councilmember Hines

Motion Passed: 5-0-0.

A role call vote was taken on the main motion.

Voting Yea: Councilmember Hines, Councilmember Kotarba, Councilmember Pulley, Mayor Pro Tem LeBrun, Councilmember Grummert

Motion Passed: 5-0-0.

**7. Discuss and Take Appropriate Action on an Ordinance Amending City of Woodcreek Code of Ordinances at TITLE III ("ADMINISTRATION"), CHAPTER 30 ("OFFICIALS, EMPLOYEES, AND ORGANIZATIONS"), ADDING SECTION 30.90 ("HOTEL OCCUPANCY TAX ADVISORY COMMITTEE") (Grummert)**

Motion was made by Councilmember Grummert to adopt an ordinance amending the City of Woodcreek Code of Ordinances at TITLE III ("ADMINISTRATION"), CHAPTER 30 ("OFFICIALS, EMPLOYEES, AND ORGANIZATIONS"), ADDING SECTION 30.90 ("HOTEL OCCUPANCY TAX ADVISORY COMMITTEE"). Motion was seconded by Mayor Pro Tem LeBrun.

Amendment was made by Councilmember Grummert to strike number 4 from the ordinance and any other non-substantive edits. Amendment was seconded by Mayor Pro Tem LeBrun.

A role call vote was taken on the amendment.

Voting Yea: Councilmember Grummert, Councilmember Hines, Councilmember Kotarba, Councilmember Pulley, Mayor Pro Tem LeBrun

Motion Passed: 5-0-0.

A role call vote was taken on the main motion.

Voting Yea: Mayor Pro Tem LeBrun, Councilmember Grummert, Councilmember Hines, Councilmember Kotarba, Councilmember Pulley

Motion Passed: 5-0-0.

**8. Executive Session on Personnel Matters**

The Governing Body went into Executive Session at 4:05PM.

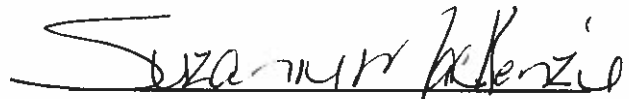
The Governing Body returned from Executive Session at 4:44PM.

No action was taken in Executive Session.

Mayor and Staff were directed to extend an Offer of Employment Contract for the City Manager position to Kevin Rule.

**ADJOURN**

Mayor Rasco adjourned the meeting at 4:44PM.

  
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Jeff Rasco, Mayor  
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Suzanne Mac Kenzie, City Secretary