

**CITY COUNCIL MEETING (CYJ) - VIDEO EDITED DUE TO RECORDING ISSUES**  
**November 09, 2022; 6:30 PM**  
**Woodcreek, Texas**

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**MINUTES**

**CALL TO ORDER**

Mayor Rasco called the meeting to order at 6:30 PM.

**ROLL CALL AND ESTABLISH QUORUM**

**PRESENT**

Mayor Jeff Rasco  
Council Member Linnea Bailey  
Council Member Chrys Grummert  
Council Member Bob Hambrick  
Council Member Debra Hines  
Council Member Brent Pulley

**ABSENT**

None

**CITY STAFF PRESENT**

City Attorney, (Interim) Roger Gordon  
City Manager, Kevin Rule  
City Secretary, Suzanne Mac Kenzie  
Office Admin, Maureen Mele

**PUBLIC COMMENTS**

Public Comments submitted by Lynnsey Hastie via email were read by Mayor Rasco.

**CONSENT AGENDA**

1. **Approval of Public Hearing for the Adoption of the 2022 Comprehensive Plan Document Meeting Minutes from October 12, 2022.**

Council Member Hines stated that she would like to pull items 2 through 4 for discussion. (5:19) Council Member Grummert was in agreement.

No roll call vote was taken.

Motion was made by Council Member Hines to approve 1, without discussion. (5:35) Motion was seconded by Council Member Pulley.

A roll call vote was taken.

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

Motion passed with 5-0-0 vote.

**2. Approval of City Council Meeting Minutes from October 12, 2022.**

(6:43) Council Member Hines stated she wanted to change the minutes on page 6, item 6 in the packet. She read the second paragraph and continued stating that 'what he said in the meeting and what the accurate statement would be, "G.O. Bonds can go up to 40 years and the interest rates are not the only thing determining them is are also determined by the life of the assets and in this case, it would not go much over 20 years."

Council Member Hines made a motion that we edit item 6, paragraph 2 of the October 12 meeting minutes to state the bond is actually a 20-40 year bond, the 20 years listed is a guide and would depend on interest rates and life of the asset (8:05) Council Member Grummert seconded the motion.

A roll call vote was taken.

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

Motion passed with a 5-0-0 vote.

(9:08) Council Member Hines stated the second item she wanted to change the minutes on page 8 in the packet, a correction on the motion to read that the item was supposed to be sent to the Tree Board and Council Member Pulley would receive the list as part of the process.

Council Member Hines made a motion that the amended motion made by Councilmember Grummert read "An amended motion was made by Councilmember Grummert to have the list of RFQ suggestions and questions mentioned by Councilmember Hines to be sent to the Tree Board and shared with Councilmember Pulley." (10:48) Council Member Grummert seconded the motion.

A roll call vote was held.

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

Motion was made by Council Member Hines to approve the minutes with those adjusted edits. (11:34) Motion was seconded by Council Member Kotarba.

A roll call vote was held.

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

**3. Approval of August 2022 Financial Reports.**

Items of concern for Council Member Hines on the Treasurers' Report, starting on pg. 21 are line items: 6000.26, 6000.22; pg. 22, 8900.30.

(18:03) City Attorney, Bud Wymore called the cell phone of Mayor Jeff Rasco and was placed on speaker.

Motion was made by Council Member Hines to approve the financial statements and get the coding adjusted. (24:09) Motion was seconded by Council Member Grummert.

A roll call vote was held.

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

Motion passed with 5-0-0 vote.

**4. Approval of September 2022 Financial Reports.**

(see above)

**REGULAR AGENDA**

**5. Introduction and Presentation by Aqua Texas President Craig Blanchette.**

(25:00) Introduction of new Aqua Texas President, Craig Blanchette.

He is aware after citizen interactions, that customer top priorities are sustainability and conservation of natural resources. He also provided a packet of information that contained resources for a crisis and the current projects that Aqua Texas is working on, including the construction of a new Type I waste water plant and ways to lower the pumping out of the Jacobs Water Well.

Mr. Blanchette also received input regarding information residents receive through the Aqua Customer Service Number.

(41:45) Public Comment was received by David Baker, Executive Director of the Watershed Association.

**6. Introduction of City Manager Kevin Rule.**

(47:15) Introduction by Mayor Jeff Rasco of the new Woodcreek City Manager, Kevin Rule, whose start date will be December 1st.

Mayor Pro Tem LeBrun offered support, welcome and assistance to Mr. Rule.

**7. Presentation of the Spirit of Woodcreek Award to Cynthia Jones. (Pulley)**

Item was withdrawn from the agenda, as Ms. Jones was unable to attend the meeting.

8. **Discuss and Take Appropriate Action on the Creation of an AD HOC Selection Review Committee (work group) to Review Applications for Administrator and Engineering Services as it Relates to the American Rescue Plan Grant (Grummert)**

Motion was made by Council Member Grummert to create a new AD HOC Selection Review Committee (work group) to Review Applications for American Rescue Plan Grant (51:00) Motion was seconded by Council Member Hines.

This review of applications is for future grant use.

A roll call vote was taken.

Voting Yea: Mayor Pro Tem LeBrun, Member Grummert, Member Hine, Member Kotarba, Member Pulley

Motion passed with a 5-0-0 vote.

9. **Discuss and Take Appropriate Action on Contacting Double J Ranch Golf Club Owner, Manager and/or Director of Operations about Oak Wilt Containment and Abatement on Golf Course Properties to Consider a City Assistance Program for Oak Wilt Mitigation (Hines)**

Motion was made by Council Member Hines to consider authorizing Mayor Rasco and Staff to begin negotiations and make a plan to address Oak Wilt on the Double J Ranch Golf Club property and any final amount of funds to be spent and a final plan to be submitted to Council. (57:00) Motion was seconded by Council Member Kotarba.

During discussion, Council Member Hines made the suggestion to create a new budget line item for this proposed 2-year project. Mayor Rasco agreed to meet with the Golf Course to discuss this item, including easements as suggested by Council Member Kotarba.

(1:09) Mayor Rasco expressed a request to Leave this Item on the Table.

A motion amendment was made by Council Member Grummert to get a report with the next January Council. (1:12) Motion was seconded by Council Member Hines.

A roll call vote was taken on the amended motion.

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

Motion passed with a 5-0-0 vote.

A roll call vote was taken on the main motion.

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

Motion passed with a 5-0-0 vote.

**10. Discuss and Take Appropriate Action on the Social Media Policy (Second Draft) (Hines)**

Council Member Hines made a motion to recommend that Council pass the Social Media Policy as written in the packet. (1:13:22) Motion was seconded by Mayor Pro Tem LeBrun.

A motion amendment was made by Council Member Grummert to send Council Member Grummert's list of typos to Council Member Hines to make corrections and send the final document to City Staff and that will be the adoption. (1:15:15) Motion was seconded by Council Member Hines.

A roll call vote was taken on the amended motion.

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

Motion passed with a 5-0-0 vote.

A roll call vote was taken on the main motion.

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

Motion passed with a 5-0-0 vote.

**11. Discuss and Take Appropriate Action on the Recommendation from the Platinum Roads Panel that Council Authorize K. Friese to Begin the Assessment of the Drainage Issues at Westwood and Brookhollow Approved to be Funded by State and Local Fiscal Recovery Funds (SLFRF) awarded to the City under the American Rescue Plan Act of 2021 (ARPA) (LeBrun)**

Motion was made by Mayor Pro Tem LeBrun that Council approve the Platinum Panel's recommendation and authorize K. Friese to make the first step in the completion of the project award to resolve drainage at the intersection of Westwood Drive and Brookhollow and if funds permit, a second location. (1:16:58) Motion was seconded by Council Member Grummert.

An amended motion was made by Mayor Pro Tem that if the assessment at Brookhollow and Westwood is below the funds available, then proceed with analysis at second location.

A roll call vote was taken on the amended motion.

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

Motion passed with a 5-0-0 vote.

A roll call vote was taken on the main motion.

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

Motion passed with a 5-0-0 vote.

**12. Discuss and Take Appropriate Action on the Formation of Membership of the HOT Committee (Grummert)**

Motion was made by Council Member Grummert to direct Staff to make a H.O.T. Committee Application Form to be placed on the City website and published in the paper and City email inviting people to apply. (1:24:13) Motion was seconded by Mayor Pro Tem LeBrun.

A roll call vote was taken.

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

Motion passed with a 5-0-0 vote.

Motion was made by Council Member Grummert to have the Mayor make recommendations to the Chair and Vice-Chair positions from the pool of applications. (1:25:48) Motion was seconded by Council Member Hines.

A roll call vote was taken.

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

Motion passed with a 5-0-0 vote.

Motion was made by Council Member Grummert that the Mayor and City Manager become liaisons to this Committee. Motion was seconded by Debra Hines.

A roll call vote was taken.

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

Motion passed with a 5-0-0 vote.

Motion was made by Council Member Hines that we put together an initial packet for them that includes that TML document that I shared with everyone. (1:29:57 ) Motion was seconded by Council Member Grummert.

A roll call vote was taken.

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

Motion passed with a 5-0-0 vote.

Motion was made by Council Member Grummert to consider creating a paid position to manage the H.O.T. Fund program, out of the H.O.T. Funds received. (1:42:45) Motion was seconded by Council Member Hines.

A roll call vote was taken.

Voting Yea: None.

Voting Nay: Member Grummert, Member Hines, Member Kotarba, Member Pulley, Mayor Pro Tem LeBrun

Motion failed with a 0-5-0 vote.

**13. Discuss and Take Appropriate Action on Increasing the Approved Budget for the Par View Beautification Project to \$5,000 (Hines)**

Motion was made by Council Member Hines to consider increasing the approved budget for the Par View Beautification Project to \$5,000. (1:48:58). Motion was seconded by Council Member Pulley.

A roll call was taken.

Voting Yea: Member Hines, Member Kotarba, Member Pulley, Member Grummert

Voting Nay: Mayor Pro Tem LeBrun

Motion passed with a 4-1-0 vote.

Recess was called by Mayor Jeff Rasco at 8:45PM.

Meeting was Called to Order at 8:51PM.

**14. Discuss and Take Appropriate Action to Allocation of Resources for Oak Wilt Containment and Removal of Diseased and Dying Trees on Stonehouse Circle and the Planting of New Oak Wilt Resistant Trees**

Motion was made by Council Member Hines for Council to consider initiating the first step of a plan to address Oak Wilt on Stonehouse Circle. (2:26:00) Motion was seconded by Council Member Grummert.

A roll call vote was taken.

Voting Yea: Mayor Pro Tem LeBrun, Member Grummert, Member Hines, Member Kotarba

Motion passed with a 4-0-0 vote.

**15. Discuss and Take Appropriate Action on the Oak Wilt Assistance Application and Process for Review (Hines)**

Motion was made by Council Member Hines to approve the application as listed and consider sending this to the Tree Board to ask if they would like to participate in the approval application process. (2:30:30) Motion was seconded by Mayor Pro Tem LeBrun.

A roll call was held.

Voting Yea: Member Grummert, Member Hines, Member Kotarba, Mayor Pro Tem LeBrun

Motion passed with a 4-0-0 vote.

**16. Discuss and Take Appropriate Action on an Update to the Garage Sales and Sign Regulation Portions of the City of Woodcreek Code of Ordinances Amending at Title XV ("Land Usage"), Chapters 152 ("Signs") and Chapter 156 ("Zoning - Residential Requirements and Limitations") (Hines)**

Motion was made by Council Member Hines that Council approve the Garage Sale and Sign edits as in the packet. (2:32:35) Motion was seconded by Mayor Pro Tem LeBrun.

Motion was made by Council Member Grummert to amend 156.060(c) to say "There shall be no more than 4 garage sales at the same location", including City-wide. Motion was seconded by Member Hines.

A roll call was held on the amendment.

Voting Yea: None

Voting Nay: Member Hines, Member Kotarba, Mayor Pro Tem LeBrun, Member Grummert

Motion failed with a 0-4-0 vote.

A roll call was held on the main motion.

Voting Yea: Member Kotarba, Mayor Pro Tem LeBrun, Member Grummert, Member Hines

Motion passed with a 4-0-0 vote.

**17. Discuss and Take Appropriate Action on Directing GrantWorks to Find Possible Grants to Help the City of Woodcreek and its Citizens with Oak Wilt Mitigation (Grummert)**

Motion was made by Council Member Grummert to move to direct GrantWorks to find possible grants to help the City of Woodcreek and its citizens with Oak Wilt Mitigation. (2:39:47) Motion was seconded by Council Member Hines.

During discussion, Mayor Rasco Called the Question.

A roll call was held.

Voting Yea: Member Kotarba, Mayor Pro Tem LeBrun, Member Hines, Member Grummert.

Motion passed with a 4-0-0 vote.

**18. Discussion and Take Appropriate Action Regarding Traffic Enforcement Activities in the City of Woodcreek (Pulley)**

Item was moved up on the agenda to be addressed before Item #14, as Council Member Pulley was not feeling well and wanted to leave after presenting the item.

Council Member Pulley presented a summary of the report in the packet and asked for suggestions.

Motion was made by Council Member Grummert to authorize Council Member Pulley to discuss with his contact in the [Hays County Sheriff] Department the possibility of increasing officer patrols in Woodcreek. (2:20:30) Motion was seconded by Council Member Pulley.

A roll call vote was held.

Voting Yea: Member Kotarba, Member Pulley, Mayor Pro Tem LeBrun, Member Grummert

Motion passed with a 5-0-0 vote.



## REPORT

### 19. Councilmember Joe Kotarba will Report on the Planning and Zoning Commission's Activities During the October 4, 2022 and November 2, 2022 Meetings.

Councilmember Joe Kotarba reported on work being done by Planning and Zoning Committee:

#### October 5, 2022 Meeting

1. Short-Term Rental documents - 1st draft submitted
2. Minimum Lot Sizes - lacking in the City Code.


#### November 2, 2022 Meeting

Focused on short-term rentals. Proposed amendments to 156.62 and 156.064 with the "Short-Term Rentals not allowed". "Short-Term Rentals Allowed" will remain under SF-4 and in the Multi-Family Unit zones.

They will put together an Ordinance so Council can see it.

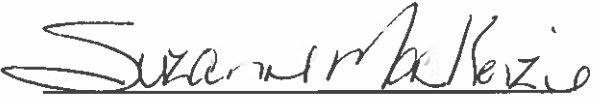
## ADJOURN

Mayor Rasco adjourned the meeting at 9:31 PM.



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Jeff Rasco, Mayor



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Suzanne MacKenzie, City Secretary