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## **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, April 09, 2025 at 5:30 PM. A recording of the meeting will be made available to the public on the city's website <https://www.woodcreektx.gov>, usually within 48 hours. If you would like to stream the meeting live, please request the link by 12:00pm on the Tuesday before the meeting by emailing [woodcreek@woodcreektx.gov](mailto:woodcreek@woodcreektx.gov).

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## **AGENDA**

### **CALL TO ORDER**

### **MOMENT OF SILENCE**

### **PLEDGES**

### **ROLL CALL and ESTABLISH QUORUM**

### **PUBLIC COMMENTS**

This provides an opportunity for the citizens to comment on agenda and non-agenda items in advance of the regular business of the City Council. Those wishing to speak must sign-in before the meeting begins and observe a three-minute time limit when addressing the City Council. Speakers will have one opportunity to speak during the time period. Comments from speakers should not be directed towards any specific member of the Council or City staff. Comments should not be accusatory, derogatory or threatening in nature.

Submit written comments by email to [woodcreek@woodcreektx.gov](mailto:woodcreek@woodcreektx.gov) by 12:00 noon, the day prior to the meeting. Please include your full name, home or work address, and the agenda item number.

### **PROCLAMATIONS and PRESENTATIONS**

Presentation by Dr. Greg Bonewald, WISD Superintendent, regarding the upcoming bond election.

### **CONSENT CALENDAR**

- [1.](#) Approval of Council Meeting Minutes from March 26, 2025

### **REPORTS FROM OFFICERS AND COUNCIL LIAISONS**

- [2.](#) City Administrator Report
  - a) Sheriff Report
  - b) Monthly Check Register and Financials
  - c) Code Enforcement
  - d) City Hall Updates
3. Mayor's Report
  - Emergency Preparedness Fair
  - LCRA Grant Application for Creekside Park Restroom

- Drainage education support from Meadows Center
  - TXDOT City Limits Signs
  - Planning & Zoning Liaison Report
  - Community Relations Liaison Report
4. City Attorney Report
- Texas Legislature update

## **REGULAR AGENDA**

5. Discussion and possible action on directing the ADA compliance consultant from Freeland Turk to review City Hall for ADA compliance and provide a report on possible improvements needed. (Hines)
6. Discussion and possible action on directing the ADA compliance consultant from Freeland Turk to consult directly with the Trees and Parks Board on all future park improvements and installation. (Hines)
7. Discussion and possible action on awarding the contract for preparation of the application and subsequent grant administration and management of the Texas General Land Office Community Development Block Grant-Mitigation Resilient Communities Program, by adopting Resolution. (Rasco)
8. Discussion and take possible action of directing Staff to purchase new Council Chamber tables from Office Resource Group as part of City Hall update, not to exceed \$7000. to be spent from the City Hall Renovation Capital Fund 70-24-7009. (Burton)
9. Discussion and possible action to review the Oak Wilt abatement program and the process by which residents can apply. (Grummet)
10. Discussion and possible action on waiving certain requirements and consideration of approval for reimbursement from the Oak Wilt Abatement Program. budget line 10-10-5203. (Hines)
11. EXECUTIVE SESSION - To consult, receive, and seek advice from attorney pursuant to Section 551.071 of the Texas Government Code regarding legal requirements and procedures for issuance of building permits pursuant to Chapter 151 of the City's Code of Ordinances, including but not limited to instances of applicant's hardship and related legal considerations.
12. Only if necessary, discuss, consider and take action related to procedures for issuance of building permits pursuant to Chapter 151 of the City's Code of Ordinances.
13. Discuss and possible action to revisit the Temporary Water Restriction Resolution 2023-08-23-01, as outlined in the Resolution. (Grummet).
14. Discussion and possible action to approve installing a rain harvest system at Creekside Park as part of the public bathroom installation.
15. Discussion and possible action to accept a proposal for City Photographer and instruct Staff to enter into an agreement with the selected party.
16. Discussion and possible action to set the joint Public Hearing with Planning and Zoning on May 14, 2025 for purposes of rezoning the Triangle to P-1 a Public Park. (Grummet)

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

### **ANNOUNCEMENTS**

### **ADJOURN**

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.

EXECUTIVE SESSION NOTE: The City Council may adjourn into Executive Session to consider any item listed on this agenda if a matter is raised that is appropriate for Executive Session discussion. An announcement will be made of the basis for the Executive Session discussion. The City Council may also publicly discuss any item listed on the agenda for Executive Session.

## **POSTING CERTIFICATION**

IT IS HEREBY CERTIFIED that the foregoing agenda has been posted on the outdoor Notice Board of Woodcreek City Hall on the 4th day of April, 2025 at 4:00PM.

By:

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Taffy Barker, City Clerk

# CITY COUNCIL MEETING (CITY HALL)

March 26, 2025; 5:30 PM  
Woodcreek, Texas

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## MINUTES

### CALL TO ORDER

### MOMENT OF SILENCE

### PLEDGES

### ROLL CALL and ESTABLISH QUORUM

### PRESENT

Mayor Jeff Rasco,  
Mayor Pro Tem Chrys Grummert  
Council Member Russell Scott  
Council Member Debra Hines  
Council Member Linnea Bailey  
Council Member Krista Richardson

City Administrator Jim Burton  
Office Admin Taffy Barker  
City Engineers Freeland Turk

### PUBLIC COMMENTS

A public comment was made

### PROCLAMATIONS and PRESENTATIONS

No proclamations or presentations were made

### CONSENT CALENDAR

#### 1. Approval of City Council Meeting Minutes from March 12, 2025.

A motion was made by Mayor Pro Tem Chrys Grummert to approve the City Council Meeting Minutes from March 12, 2025. Seconded by Council Member Debra Hines.

Motion passed by show of hands 5-0-0

## **2. REPORT FROM OFFICERS and COUNCIL LIAISONS**

### **- Liaison report from Advisory Boards and Subcommittees**

Mayor Jeff Rasco made a report on Boards, Commissions & Subcommittees

## **REGULAR AGENDA**

### **3. Workshop on City Engineer's presentation regarding Drainage in the City of Woodcreek.**

Entered Workshop at 5:38 PM

Ended Workshop at 6:53 PM

### **4. Discussion and possible action on the City Engineer's Workshop Presentation regarding Drainage in the City of Woodcreek.**

No action was taken on this Workshop

### **5. Workshop for the City Engineer's Presentation regarding Pedestrian Mobility.**

Entered Workshop at 6:55 PM

Ended Workshop at 7:23 PM

### **6. Discussion and possible action regarding the Workshop presentation by the City Engineers regarding Pedestrian Mobility in the City of Woodcreek.**

No action was taken on this Workshop

A short recess was taken.

### **7. Workshop for the City Engineer's presentation regarding ADA Compliance.**

Entered Workshop at 7:32 PM

Ended Workshop at 8:27 PM

### **8. Discussion and possible action regarding the Workshop presentation by the City Engineers regarding ADA Compliance in the City of Woodcreek.**

A motion was made by Council Member Debra Hines to approve design plans on page 25 of the Freeland Turk Report for Augusta Park. Parking choice B, Accessible Route choice A, Table choice B. Seconded by Council Member Russell Scott.

Motion passed by show of hands 5-0-0

A motion was made by Council Member Debra Hines to approve design plans on page 25 of the Freeland Turk Report for the Gazebo/Triangle Park. Accessible Route choice A, Table choice A. Seconded by Mayor Pro Tem Chrys Grummert.  
Motion passed by show of hands 5-0-0

A motion was made by Council Member Debra Hines to approve design plans on page 26 of the Freeland Turk Report for Brookhollow/Creekside Park. Accessible Parking choice B, Accessible Routes choice A, Play Areas choice A under swings only, Restroom, new restroom building will be ADA Compliant, Park Entry Gate choice A, Table choice B. Seconded by Mayor Pro Tem Chrys Grummert.  
Motion passed by show of hands 5-0-0

**9. Discussion and possible action for establishing the preliminary budget for the City of Woodcreek Drainage Project.**

A motion was made by Council Member Debra Hines to have Freeland Turk provide a bid package for ADA improvements. Seconded by Council Member Russell Scott.  
Motion passed by show of hands 4-1-0

**10. Discussion and possible action on the removal of a tree located in the street of Champions Court in the City of Woodcreek.**

A motion was made by Mayor Pro Tem Chrys Grummert to remove the located in the street of Champions Court. Seconded by Council Member Russell Scott.  
Motion passed by show of hands 5-0-0

**11. Discussion and possible action to co-sponsor three days of firework display for the annual Fourth of July Event held at the VFW post 6441 not to exceed \$4,000 from the 10-10-5312 Community Relations budget line item.**

A motion was made by Mayor Pro Tem Chrys Grummert to co-sponsor three days of firework display for the annual Fourth of July event held at the VFW post 6441 not to exceed \$4000. from 10-10-5312 Community Relations budget line item. Seconded by Council Member Russell Scott.  
Motion passed by show of hands 5-0-0

**12. Discussion and possible action on a resolution in support of Texas Senate Bill 2660 that would amend the Hays Trinity Groundwater Conservation District's enabling legislation that gives standard Chapter 36 of the Texas Water Code authority to manage and protect the Trinity Aquifer for the long-term benefit of all of its users; and allow for reasonable production fees.**

A motion was made by Council Member Debra Hines to pass resolution number 25-03-26 in support of the Texas Senate Bill 2660. Seconded by Council Member Krista Richardson

Motion passed by show of hands 5-0-0

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

Ask Andrea of Freeland Turk to consult with Trees & Parks Board for future ADA installations and purchases.

Resident request to organize signs at entrance.

Ask Andrea from Freeland Turk to review the city hall building for ADA compliance.

### **ANNOUNCEMENTS**

#### **ADJOURN**

A motion was made to adjourn by Mayor Pro Tem Chrys Grummert  
Mayor Jeff Rasco adjourned meeting at 8:53 PM

**BY:** \_\_\_\_\_  
*Taffy Barker, City Admin*

# March 2025 HCSO Report

Stop Type	# of Stops	# of Citations
Ran Stop Sign	4	0
Expired Registration	2	0
Speeding	8	2
Ran stop sign	4	1
Unothorized op of motor vehicle	1	1
<b>Totals</b>	19	4



Resident
2
0
3
2
0
7

CITY OF WOODCREEK  
Council Report  
Check Date: 3/1/2025 to 3/31/2025

4/1/2025 10:10:52 AM

Item 2.

Department	Check Date	Vendor Name	GL Account	Account Description	Description	Amount
<b>10 - General Fund</b>						
<b>Administration</b>						
	3/11/2025	Leinneweber Services	10-10-5208	Parks And Playground Maintenance	2/26-3/25 2025	\$175.00
	3/11/2025	Texas Municipal League	10-10-5314	TML Insurance	Contribution Changes	\$104.86
	3/11/2025	Intergovernmental Risk FundView Software	10-10-5058	Software & Subscriptions	HR Module & Training	\$2,000.00
	3/11/2025	Abip CPA's & Advisors	10-10-5101	Audit Expense	Audit services through Feb 28, 2025	\$6,775.00
	3/11/2025	Rebecca H Denton	10-10-5552	Parks Board	Reimbursement Biodiversity Sign	\$38.16
	3/11/2025	San Marcos Daily Record	10-10-5057	Printing Cost Newspaper	RFP Photographer	\$109.40
	3/11/2025	PEC-Utilities	10-10-5401	City Hall Electric	6693 Feb 2025	\$129.88
	3/11/2025	PEC-Utilities	10-10-5404	Outdoor Electric	9534 3364 Feb 2025	\$119.56
	3/11/2025	Hudson Rivera	10-10-5121	Contract Services	02242025-03092025	\$120.00
	3/11/2025	Bruner Land Improvement	10-10-5121	Contract Services	2-12-25 Mowing	\$435.00
	3/11/2025	Bruner Land Improvement	10-10-5121	Contract Services	Quarterly Landscape maintenance 2-24-2025	\$1,750.00
	3/11/2025	Amazon	10-10-5050	Office Supplies	charger, hot cocoa, filters, silverware, calendar, vacuum, p-towels	\$244.81
	3/11/2025	Amazon	10-10-5051	Office Equipment	cords, cables, plugs for cameras	\$233.17
	3/11/2025	Amazon	10-10-5051	Office Equipment	Microphone bases, webcam, 5 microphones	\$524.69
	3/11/2025	Freeland Turk Engineering Group, LLC	10-10-5106	Engineering	CYJ review, ETJ release Wim Water, 3235 disannex & app	\$1,127.50
	3/11/2025	Freeland Turk Engineering Group, LLC	10-10-5106	Engineering	Safety Enhancement Program	\$180.00

CITY OF WOODCREEK  
Council Report  
Check Date: 3/1/2025 to 3/31/2025

4/1/2025 10:10:52 AM

Item 2.

Department	Check Date	Vendor Name	GL Account	Account Description	Description	Amount
<b>10 - General Fund</b>						
<b>Administration</b>						
	3/11/2025	Freeland Turk Engineering Group, LLC	10-10-5106	Engineering	ADA follow up, lidar exhibit, Deerfield submittal review	\$1,268.25
	3/11/2025	Hill Country Springs	10-10-5050	Office Supplies	Water delivery	\$13.99
	3/19/2025	Hays County	10-10-5116	Law Enforcement	Vehicle use March	\$300.00
	3/19/2025	Christopher A Morgan	10-10-5116	Law Enforcement	March 6, March 10, March 18	\$720.00
	3/19/2025	HOT IT	10-10-5051	Office Equipment	laptops and USB docks	\$3,839.94
	3/19/2025	Jani King	10-10-5053	City Hall Maintenance / Repairs	March Monthly Cleaning	\$297.00
	3/19/2025	Hudson Rivera	10-10-5121	Contract Services	March 2025	\$45.00
	3/19/2025	Verizon	10-10-5406	Telephone & Internet	2/2-3/1 2025	\$166.44
	3/19/2025	Ted Gartner	10-10-5312	Community Relations	Draft tree memo, newsletter, design & send newsletter	\$1,000.00
	3/19/2025	Leinneweber Services	10-10-5552	Parks Board	Toilet for arbor day	\$210.00
	3/19/2025	ATS Engineers	10-10-5118	Building Inspection/Plan Review Expense	1 Pro Lane Plumbing rough	\$75.00
	3/19/2025	ATS Engineers	10-10-5118	Building Inspection/Plan Review Expense	6 Woodridge Cr Topout Inspection	\$55.00
	3/19/2025	ATS Engineers	10-10-5118	Building Inspection/Plan Review Expense	31 Par View In slab water	\$55.00
	3/19/2025	ATS Engineers	10-10-5118	Building Inspection/Plan Review Expense	17 Champion Cr Elec & Build final	\$55.00
	3/19/2025	ATS Engineers	10-10-5118	Building Inspection/Plan Review Expense	31 Par View slab inspection	\$55.00
	3/19/2025	Bruner Land Improvement	10-10-5121	Contract Services	Mowing 3/10/2025	\$435.00
	3/19/2025	Bruner Land Improvement	10-10-5103	Contract Labor	Chair removal to dump	\$250.00

CITY OF WOODCREEK  
Council Report  
Check Date: 3/1/2025 to 3/31/2025

4/1/2025 10:10:52 AM

Item 2.

Department	Check Date	Vendor Name	GL Account	Account Description	Description	Amount
<b>10 - General Fund</b>						
<b>Administration</b>						
	3/27/2025	Xerox Financial Services	10-10-5056	Printing & Reproduction	20250301-20250331	\$206.36
	3/27/2025	Xerox Business Solutions Southwest (Dahill)	10-10-5056	Printing & Reproduction	906 Copies March	\$48.92
	3/27/2025	Spectrum Business	10-10-5406	Telephone & Internet	0315-04142025	\$222.53
	3/27/2025	Denton Navarro Rocha Bernal & Zech	10-10-5109	Legal Expenses:General	Review of CYJ develop agreement, share with Stan	\$400.00
	3/27/2025	Denton Navarro Rocha Bernal & Zech	10-10-5109	Legal Expenses:General	Feb 2025	\$4,150.73
	3/27/2025	CAMPO	10-10-5301	Dues & Membership	CAMPO Contribution 2025	\$462.00
	3/27/2025	Leinneweber Services	10-10-5208	Parks And Playground Maintenance	Toilet 0326-04222025	\$175.00
<b>Total</b>						<b>\$28,573.19</b>
<b>Non-Departmental</b>						
	3/11/2025	Uline	10-1205	Office Furniture / Equipment:Color Scanner Purchased 4/3/23	Chair for chamber	\$156.34
	3/11/2025	Uline	10-1205	Office Furniture / Equipment:Color Scanner Purchased 4/3/23	11 Manager chairs	\$1,460.88
	3/11/2025	Amazon	10-4051	Other Revenue	Promos & Discounts	(\$1.50)
	3/11/2025	ATS Engineers	10-4044	Residential Inspection Revenue	Plumbing Insp 31 Par View Dr	\$55.00
<b>Total</b>						<b>\$1,670.72</b>






CITY OF WOODCREEK  
Council Report  
Check Date: 3/1/2025 to 3/31/2025

Department	Check Date	Vendor Name	GL Account	Account Description	Description	Amount
70 - Capital Fund						
FY 24 Capital Projects						
	3/11/2025	Myers Concrete Construction, LP	70-24-7011	Safety Enhancement Project	Pay App #2 - FTEG Executed	\$74,895.84
	3/11/2025	We Love Trees	70-24-5203	Oak Wilt Containment	Augusta Park	\$2,400.00
Total						<div><div>\$77,295.84</div><div></div></div>

Fund Totals			
10	General Fund	\$30,243.91	
70	Capital Fund	\$77,295.84	
	Grand Total:	<u>\$107,539.75</u>	

CITY OF WOODCREEK  
41 CHAMPION CIR  
WIMBERLEY TX 78676-3327

### Managing Your Accounts

	Location	Wimberley Banking Center
	Telephone	512-847-1300
	Mailing Address	P.O. BOX 1869 Wimberley, TX 78676
	Online Access	<a href="http://www.texasregionalbank.com">www.texasregionalbank.com</a>
	24/7 Telebank	866-972-5430

### Summary of Accounts

Account Type	Account Number	Ending Balance
TRB INTEREST CHECKING PUBLIC FUNDS	██████████	\$639,307.45

### TRB INTEREST CHECKING PUBLIC FUNDS - ██████████

#### Account Summary

Date	Description	Amount
03/01/2025	Beginning Balance	\$710,480.40
	12 Credit(s) This Period	\$55,605.75
	43 Debit(s) This Period	\$126,778.70
03/31/2025	Ending Balance	\$639,307.45

#### Interest Summary

Description	Amount
Interest Earned From 03/01/2025 Through 03/31/2025	
Annual Percentage Yield Earned	4.45%
Interest Days	31
Interest Earned	\$2,549.01
Interest Paid This Period	\$2,549.01
Interest Paid Year-to-Date	\$5,967.02

#### Deposits

Date	Description	Amount
03/11/2025	DEPOSIT	\$50.00
03/17/2025	DEPOSIT	\$75.00
03/17/2025	DEPOSIT	\$900.00
03/20/2025	DEPOSIT	\$75.00
03/20/2025	DEPOSIT	\$150.00
03/20/2025	DEPOSIT	\$650.00

#### Electronic Credits

Date	Description	Amount
03/07/2025	MERCHANT BANKCD DEPOSIT 496577580889	\$51.75
03/10/2025	Hays County Tax MONTHLYADV CWC	\$41,336.40
03/13/2025	ALLPAID EDI/EFTPMT 203	\$650.00
03/14/2025	CPA STATE FISCAL INV-PAYMTS 30008009950001	\$9,015.97
03/21/2025	CPA STATE FISCAL INV-PAYMTS 30008009950001	\$102.62

#### Other Credits

Date	Description	Amount
03/31/2025	INTEREST AT 4.3653 %	\$2,549.01

#### Electronic Debits

Date	Description	Amount
03/03/2025	MERCHANT BANKCD DEPOSIT 496577580889	\$58.72
03/05/2025	VISA PAYMENT 448568XXXXX1466	\$1,639.19

**TRB INTEREST CHECKING PUBLIC FUNDS - [REDACTED] (continued)**

**Electronic Debits (continued)**

Date	Description	Amount
03/11/2025	IRS USATAXPYMT 270547031697047	\$1,803.39
03/12/2025	TMRS PAYROLL 31150	\$2,735.45
03/14/2025	CITY OF WOODCREE PAYROLLDD	\$7,162.61
03/24/2025	Recur Payment CA WWW.SURVEYMON SURVEYMONK* T 4 99 SEQ# 003244 7887	\$498.88
03/25/2025	IRS USATAXPYMT 270548485516814	\$1,815.92
03/28/2025	CITY OF WOODCREE PAYROLLDD	\$7,203.37

**Checks Cleared**

Check Nbr	Date	Amount	Check Nbr	Date	Amount	Check Nbr	Date	Amount
13862	03/12/2025	\$3.00	13879	03/14/2025	\$2,575.75	13891	03/25/2025	\$295.00
13866*	03/04/2025	\$75.00	13880	03/17/2025	\$2,000.00	13892	03/24/2025	\$685.00
13867	03/03/2025	\$480.00	13881	03/18/2025	\$13.99	13893	03/27/2025	\$720.00
13868	03/04/2025	\$3,854.83	13882	03/14/2025	\$120.00	13894	03/27/2025	\$300.00
13870*	03/05/2025	\$500.00	13883	03/14/2025	\$175.00	13896*	03/26/2025	\$45.00
13872*	03/04/2025	\$240.00	13884	03/18/2025	\$74,895.84	13897	03/24/2025	\$297.00
13873	03/12/2025	\$212.43	13885	03/19/2025	\$249.44	13898	03/25/2025	\$210.00
13874	03/03/2025	\$206.36	13886	03/14/2025	\$38.16	13899	03/25/2025	\$1,000.00
13875	03/17/2025	\$6,775.00	13887	03/13/2025	\$109.40	13900	03/25/2025	\$166.44
13876	03/17/2025	\$1,001.17	13888	03/20/2025	\$104.86	13905*	03/31/2025	\$48.92
13877	03/17/2025	\$55.00	13889	03/19/2025	\$1,617.22	13906	03/31/2025	\$206.36
13878	03/14/2025	\$2,185.00	13890	03/26/2025	\$2,400.00			

\* Indicates skipped check number

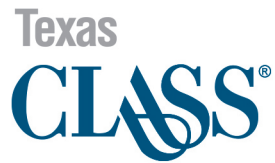
**Daily Balances**

Date	Amount	Date	Amount	Date	Amount
03/03/2025	\$709,735.32	03/13/2025	\$740,650.78	03/24/2025	\$651,169.45
03/04/2025	\$705,565.49	03/14/2025	\$737,410.23	03/25/2025	\$647,682.09
03/05/2025	\$703,426.30	03/17/2025	\$728,554.06	03/26/2025	\$645,237.09
03/07/2025	\$703,478.05	03/18/2025	\$653,644.23	03/27/2025	\$644,217.09
03/10/2025	\$744,814.45	03/19/2025	\$651,777.57	03/28/2025	\$637,013.72
03/11/2025	\$743,061.06	03/20/2025	\$652,547.71	03/31/2025	\$639,307.45
03/12/2025	\$740,110.18	03/21/2025	\$652,650.33		

**Overdraft and Returned Item Fees**

	Total for this period	Total year-to-date
<b>Total Overdraft Fees</b>	\$0.00	\$0.00
<b>Total Returned Item Fees</b>	\$0.00	\$0.00



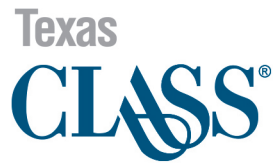


0000134-0000854 PDFT 763895

City of Woodcreek  
41 Champion Circle  
Woodcreek, TX 78676

Texas CLASS

Texas CLASS		Average Monthly Yield: 4.4379%						
		Beginning Balance	Contributions	Withdrawals	Income Earned	Income Earned YTD	Average Daily Balance	Month End Balance
<div></div>	CITY OF WOODCREEK	339,569.91	0.00	0.00	1,282.17	4,499.88	340,247.00	340,852.08
<div></div>	ARP Funds	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<div></div>	Tree Fund	5,285.14	0.00	0.00	19.93	58.40	5,295.66	5,305.07
<div></div>	Parks Fund	4,090.74	0.00	0.00	15.49	45.24	4,098.92	4,106.23
<div></div>	MC Security Fund	20.57	0.00	0.00	0.05	0.13	20.60	20.62
<div></div>	MC Technology Fund	27.08	0.00	0.00	0.05	0.13	27.11	27.13



City of Woodcreek  
41 Champion Circle  
Woodcreek, TX 78676

Texas CLASS - (continued)

		Beginning Balance	Contributions	Withdrawals	Income Earned	Income Earned YTD	Average Daily Balance	Month End Balance
<span></span>	PEG Funds	15,715.13	0.00	0.00	59.35	173.76	15,746.47	15,774.48
<span></span>	General Fund Reserves	187,200.42	0.00	0.00	706.83	2,069.53	187,573.69	187,907.25
<span></span>	2023 GO BOND	880,087.61	0.00	0.00	3,323.07	9,981.69	881,842.47	883,410.68
<span></span>	Capital Fund	459,723.76	0.00	0.00	1,735.80	5,082.32	460,640.41	461,459.56
TOTAL		1,891,720.36	0.00	0.00	7,142.74	21,911.08	1,895,492.33	1,898,863.10

## RESOLUTION

A RESOLUTION OF THE CITY OF WOODCREEK, TEXAS, AUTHORIZING PROFESSIONAL SERVICE PROVIDER(S) SELECTION FOR COMMUNITY DEVELOPMENT BLOCK GRANT-MITIGATION (CDBG-MIT) RESILIENT COMMUNITIES PROGRAM (RCP) PROGRAM(S).

WHEREAS, participation in CDBG-MIT RCP program(s) requires implementation by professionals experienced in the administration of federally-funded projects;

WHEREAS, in order to identify qualified and responsive providers for these services a Request for Proposals (RFP) process for planning and management services has been completed in accordance with the GLO requirements;

WHEREAS, the proposals received by the due date have been reviewed to determine the most qualified and responsive providers for each professional service giving consideration to ability to perform successfully under the terms and conditions of the proposed procurement, integrity, compliance with public policy, record of past performance, and financial and technical resources

NOW, THEREFORE, BE IT RESOLVED:

Section 1.	That <b>GrantWorks</b> is selected to provide application and project-related <b>planning and management services</b> for CDBG-MIT RCP program(s).
Section 2.	That any and all project-related services contracts or commitments made with the above-named service provider(s) are dependent on the successful negotiation of a contract with the service provider(s).

PASSED AND APPROVED ON \_\_\_\_\_

**APPROVED:**

\_\_\_\_\_  
**Mayor Jeff Rasco (Signature)**

**ATTEST:**

\_\_\_\_\_  
**Taffy Baker, City Clerk (Signature)**





Sync



2015 McKenzie Dr Ste 109  
Carrollton, Texas 75006  
Telephone: 214-823-3375 Fax: 214-342-8433  
*www.officeresourcegroup.com*

**Bill To:** City of Woodcreek  
**Address:** 41 Champions Circle  
Woodcreek, TX 78676-3327

**Ship To:**  
**Address:**

**Phone:**  
**Contact:** Jim Burton  
City Administrator

**Phone:**  
**Fax:**  
**Contact:**

[illegible]

## § 91.09 OAK WILT.

### (E) City Sponsored Replacement Program and Oak Wilt Abatement and Prevention Efforts:

- (1) The City shall appropriate funds as deemed appropriate by the City Council for Oak Wilt suppression on private and public lands within the City limits. Funds for this effort will come from the Oak Wilt Containment budget.
- (2) The City has no obligation to pay for preventive measures on any private property. However, to encourage participation by property owners, the City may enter into written agreements with certain property owners to pay for all or part of the costs of preventive measures.
- (3) The City may enter into an agreement with the property owner(s) for cost-sharing of trenching or removal of dead oaks.
- (4) The City may enter into an agreement with the property owner(s) for cost-sharing of replacement trees for Protected and Heritage trees lost to Oak Wilt. Residents are encouraged, but not required, to replace trees lost by Oak Wilt.
  - (a) The City will offer to cover 50 percent of the cost of the replacement tree, or up to \$600.00 in matching funds, to replace any protected or heritage tree that has died or must be removed due to Oak Wilt as diagnosed by a certified arborist and confirmed by the City.
  - (b) Trees smaller in diameter and younger in age than a designated protected or heritage tree but afflicted by Oak Wilt as diagnosed by a certified arborist and confirmed by the City, will be grouped into sets of five to determine a funding match from the City; for every five smaller trees a resident may receive \$600.00 and for every three smaller trees a resident may receive half value at \$300.00 in matching funds.
  - (c) The resident will be reimbursed upon the confirmed planting of the replacement tree. Trees must be planted in the fall, not during a drought, and the resident must provide an exact match of funds from the City to purchase a tree of advanced age and suitable durability to survive transplantation.
  - (d) The City will not cover costs to plant the tree and no portion of the match funds may be used for planting services. The match funds shall be solely used for the purchase of the tree.
  - (e) Trees selected for planting may not be susceptible to Oak Wilt and residents should reference the Texas A&M Forrest Service guidelines for appropriate trees to plant to in this area that Oak Wilt cannot infect.
  - (f) Residents that show proof the replacement tree planted has survived after three years will receive an additional \$100.00 per tree. This must be documented via photos and the tree must still be alive and thriving at the time the City sends out a representative to confirm in person.

### (F) Fungicide treatment for non-symptomatic or slightly symptomatic trees or removal of infected or dead trees shall be the responsibility of the landowner.

### (G) If an owner of any private land, regardless of zoning or development status, fails to remove, trench, and treat confirmed Oak Wilt then the City may remove the trees at the owner or responsible person(s) expense and may impose additional fines as described in this chapter.

(Ord. No. 22-313, § 2, 8-10-2022)

Account

Number	10-10-5203
Account Name	Oak Wilt Containment
Department	Administration
Type	Expense
Category	Area Care and Maintenance
Status	Active

Actions

<a href="#">Create Journal Entry</a>	<a href="#">Transaction Detail Report</a>	<a href="#">Notes(1)</a>
<a href="#">Create Budget Adjustment</a>	<a href="#">Budget Distribution</a>	<a href="#">Attachments(0)</a>
<a href="#">Budget History</a>	<a href="#">GL Account History</a>	<a href="#">Change Status</a>
<a href="#">Budget Line Items</a>		

Financial Summary

Fiscal Year	2024 - 2025 Fiscal Year	
Account Balance	\$0.00	Transaction Debits \$0.00
Current Budget	\$15,000.00	Transaction Credits \$0.00
Budget Remaining	\$15,000.00	Transaction Balance \$0.00

Transactions

Print Data			
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## Fungicide Injection Service Proposal



14500 RR 12 Ste. #7  
 Wimberley, TX 78676  
 Phone: (512) 253-8080  
 Email: service@oakwiltpros.com  
 Website: www.oakwiltpros.com

Proposal Date/Time:  
 Conditions Wind/Temp:

11/15/2023 @ 9am  
 8mph / 60°F

Name:	Tripp Palmer	
Address 1:		
Address 2:		
City:	Woodcreek	
State/Zip:	TX	78676
Home/Mobile:		
Work/Fax:		
Email:		

Tree #	Location	Tag #	Diameter	mL/in	mL/gal	Cost	Condition
Back Yard							
1	Back Yard	4571	22	440	5.5	\$336	Preventative
2	Back Yard	4572	11	220	2.75	\$168	Preventative
3	Back Yard	4573	7	140	1.75	\$107	Preventative
4	Back Yard	4574	9	180	2.25	\$137	Preventative
5	Back Yard	4575	7	140	1.75	\$107	Preventative
6	Back Yard Red Oak	4576	20	400	5	\$305	Preventative
7	Back Yard	4577	7	140	1.75	\$107	Preventative
8	Back Yard	4578	6	60	1.5	\$92	Preventative
9	Back Yard	4579	5	50	1.25	\$76	Preventative
10	Back Yard	4580	5	50	1.25	\$76	Preventative
11	Back Yard	4581	7	140	1.75	\$107	Preventative
12	Back Yard	4582	8	160	2	\$122	Preventative
13	Back Yard	4583	16	320	4	\$244	Preventative
14	Back Yard	4584	22	440	5.5	\$336	Preventative
15	Back Yard	4585	8	160	2	\$122	Preventative
16	Back Yard	4586	8	160	2	\$122	Preventative
17	Back Yard	4587	19	380	4.75	\$290	Preventative
18	Back Yard	4588	11	220	2.75	\$168	Preventative
19	Back Yard	4589	17	340	4.25	\$259	Preventative
20	Back Yard		8	160	2		Deleted
21	Back Yard	4590	6	60	1.5	\$92	Preventative
22	Back Yard		11	220	2.75		Deleted
23	Back Yard	4591	9	180	2.25	\$137	Preventative
24	Back Yard	4592	7	140	1.75	\$107	Preventative
25	Back Yard	4593	9	180	2.25	\$137	Preventative
26	Back Yard	4594	5	50	1.25	\$76	Preventative
27	Back Yard	4595	9	180	2.25	\$137	Preventative
28	Back Yard	4596	11	220	2.75	\$168	Preventative

29	Back Yard	4597	5	50	1.25	\$76	Preventative
30	Back Yard	4598	6	60	1.5	\$92	Preventative
31	Back Yard	4599	5	50	1.25	\$76	Preventative
32	Back Yard	4600	9	180	2.25	\$137	Preventative
33	Back Yard	4601	9	180	2.25	\$137	Preventative
34	Back Yard/Deck	4602	14	280	3.5	\$214	Preventative
35	Back Yard/Deck	4603	14	280	3.5	\$214	Preventative
36	Back Yard	4604	12	240	3	\$183	Preventative
37	Back Yard	4605	12	240	3	\$183	Preventative
38	Back Yard	4606	11	220	2.75	\$168	Preventative
39	Back Yard	4607	7	140	1.75	\$107	Preventative
40	Back Yard	4608	6	60	1.5	\$92	Preventative
41	Back Yard	4609	9	180	2.25	\$137	Preventative
42	Back Yard	4610	8	160	2	\$122	Preventative
43	Back Yard	4611	8	160	2	\$122	Preventative
44	Back Yard	4612	8	160	2	\$122	Preventative
45	Back Yard	4613	25	500	6.25	\$381	Preventative 8/10/7
46	Back Yard	4614	4	40	1	\$61	Preventative
47	Back Yard	4615	4	40	1	\$61	Preventative
48	Back Yard	4616	6	60	1.5	\$92	Preventative
49	Back Yard	4617	11	220	2.75	\$168	Preventative
50	Back Yard	4618	12	240	3	\$183	Preventative
Front Yard							
51	Front Corner	4619	11	220	2.75	\$168	Preventative
52	Front Corner	4620	12	240	3	\$183	Preventative
53	Front Corner	4621	17	340	4.25	\$259	Preventative
54	Front Corner	4622	16	320	4	\$244	Preventative
55	Front Corner	4623	13	260	3.25	\$198	Preventative
56	Front Corner	4624	7	140	1.75	\$107	Preventative
57	Front Corner	4625	7	140	1.75	\$107	Preventative
58	Front Corner	4626	13	260	3.25	\$198	Preventative
59	Front Corner	4627	16	320	4	\$244	Preventative
60	Front Corner	4628	7	140	1.75	\$107	Preventative
61	Front Corner	4629	10	200	2.5	\$153	Preventative
62	Front Corner	4630	8	160	2	\$122	Preventative
63	Front Corner	4631	7	140	1.75	\$107	Preventative
64	Front Corner	4632	9	180	2.25	\$137	Preventative
65	Front Corner	4633	8	160	2	\$122	Preventative
66	Front Corner	4634	6	60	1.5	\$92	Preventative
67	Front Corner	4635	9	180	2.25	\$137	Preventative

We selected 67 candidates at the time of our visit that will need fungicide treatments in efforts to save as oak wilt moves through the root systems. Preventative application is preferred for best results. Performance during treatment is documented as a reference for future assessments. Secondary treatments may be necessary for some trees and will depend on reassessment at 18-24 months following treatment, as recommended by the Texas Forest Service. Watering before and after treatment can be beneficial and help minimize stress from treatment. Additional watering may be necessary as affected trees can be more susceptible to drought.

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Injectons charged at \$15.25 per inch diameter

Oak Wilt Pros provides industry recognized injection services to help prevent the spread of Oak Wilt disease. We perform macro-injection services using Alamo® as prescribed by the Texas Forest Service. The success of these injections depends on the tree candidate and **can be fatal to a small percentage of trees**. Due to the nature of the pathogen we can not guarantee the success of these injections.

<b>Subtotal</b>	<b>\$9,943.00</b>
<b>Discount</b>	
<b>Sales Tax (8.25%)</b>	<b>\$696.02</b>
<b>Total</b>	<b>\$10,639.02</b>

ISA Certified Arborist Mark Ashby ISA Cert ID: TX-4597A - Licensed Applicator Stephen Ashby TDA License #0840596



**CITY OF WOODCREEK**

**OAK WILT ABATEMENT AND REPLACEMENT PROGRAM APPLICATION (per Ord. 91.09)**

Date of Application Submission: 3/26/2025

*Note: to receive assistance through this program you must FIRST have a confirmed diagnosis of Oak Wilt by a professional holding the appropriate qualifications and certifications. Confirmation of this diagnosis MUST be submitted with this application. Please see the checklist below for the full list of items needed.*

PROPERTY OWNER:	<b>Paul E. Palmer, Claire Palmer</b>
LOCATION ADDRESS:	
EMAIL:	
PHONE:	
WHAT RELIEF ARE YOU SEEKING?	<input checked="" type="checkbox"/> ABATEMENT ASSISTANCE <input type="checkbox"/> REPLACEMENT ASSISTANCE <input type="checkbox"/> BOTH

**Checklist of Items to Include with this Application:**

*Applications will only be considered complete once ALL items have been provided.*

*Incomplete applications will not be sent to the Tree Board for review.*

- ☐ Images of all trees impacted by Oak Wilt. Must be of good quality and no less than two per tree showing height and canopy conditions.
- ☐ Size (diameter) and Species of Oak(s). Diameter is circumference divide by 3.14 measured at about 5 feet in height or the widest part of the tree before trunk division.
- ☐ Statement from Certified Arborist / Oak Wilt specialist and documentation of diagnosis.
- ☐ Submit receipts for replacement showing purchase of tree (NOT in the Oak species) and planting.
- ☐ Photo of replacement tree planted at the location listed on the application.
- ☐ For abatement, additional site plans and description of work to be done and a bid from 3 companies for proposed work must be submitted.
- ☐ Additional supporting materials are welcome

**Please return this application and all supplemental materials to City Staff.**

**41 Champions Cir | Woodcreek, TX 78676 | (512) 847-9390**

[Woodcreek@WoodcreekTX.gov](mailto:Woodcreek@WoodcreekTX.gov)

**Guidelines of the Assistance Program:**

The City shall spend funds on Oak Wilt suppression on private lands within the city limits. Funds for this effort will come from the Oak Wilt Containment budget.

The City has no obligation to pay for preventive measures on any private property. However, the City may enter into written agreements to pay for all or part of the costs of preventive measures to stop the spread of Oak Wilt. This may include cost-sharing of trenching or removal of diseased oaks. Fungicide treatments are NOT automatically covered, but requests may be considered.

The City may enter into an agreement with the property owner(s) for cost-sharing of replacement trees for **Protected (19+ inches in diameter)** and **Heritage (24+ inches for single trunk or 30+ inches for a multi-trunk in diameter)** trees lost to Oak Wilt.

- (a) The City will offer to cover 50% of the cost of the replacement tree, or up to \$600 in matching funds, to replace any protected or heritage tree that has died or must be removed due to Oak Wilt as diagnosed by a certified arborist and confirmed by the City.
- (b) Trees smaller in diameter and younger in age than a designated protected or heritage tree but afflicted by Oak Wilt as diagnosed by a certified arborist and confirmed by the City, will be grouped into sets of 5 to determine a funding match from the City; for every five smaller trees a resident may receive \$600 and for every three smaller trees a resident may receive half value at \$300 in matching funds.
- (c) The resident will be reimbursed upon the confirmed planting of the replacement tree. Trees must be planted in the fall, not during a drought, and the resident must provide an exact match of funds from the city to purchase a tree of advanced age and suitable durability to survive transplantation.
- (d) The City will not cover costs to plant the tree and no portion of the match funds may be used for planting services. The match funds shall be solely used for the purchase of the tree.
- (e) Trees selected for planting may not be susceptible to Oak Wilt and residents should reference the Texas A&M Forest Service guidelines for appropriate trees to plant to in this area that Oak Wilt cannot infect. <https://texasoakwilt.org/resources/recommended-trees/edwards-plateau>
- (f) Residents that show proof the replacement tree planted has survived after three years will receive an additional \$100 per tree. This must be documented via photos and the tree must still be alive and thriving at the time the City sends out a representative to confirm in person.

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*NOTE: Process can take up to 4-6 weeks before reimbursement is received.*

***Assistance will only be considered for work done within the 6 months prior to the application submission. Funds are available on a "first come, first served" basis from the budget. If the City has spent all the approved budgeted funds for the year, then assistance may not be available. No property shall receive more than one quarter of budgeted funds during a single fiscal year without explicit Council approval.***

*Applications may go before the Tree Board for review and are subject to approval by staff. Funds will be issued if all requirements are met and funds are available.*

*If you are unable to provide some of the materials because the tree has already been removed, then you may request review based on special circumstances. Additional supplemental items may be needed in this case. Please be prepared to work with staff in a supportive manner.*



Client: 8195643

Printed on: 12/7/2020

Ms. Jill Bloom

Wimberley, TX 78676

Bartlett Tree Experts  
Jo Harris - Representative  
2200 Old Ranch Road 12, Unit A  
San Marcos, TX 78666  
Business: 512-392-1089  
Fax Number: 512-392-7398  
Mobile Phone: 512-507-3971  
E-Mail Address: jharris@bartlett.com

The following program is recommended for certain trees and shrubs on your property. In addition to a thorough plant health care program, Bartlett Tree Experts recommends having a qualified arborist inspect your property periodically to assist you in identifying potential risks or hazardous conditions relating to your trees or shrubs. THIS IS NOT AN INVOICE.

### Pest Management:

#### Oak Wilt Disease Treatment

Apply a systemic root flare injection treatment to the following plant to help suppress oak wilt disease.

- 6 Live Oaks group located at the left rear of house

Provide 1 treatment at 750.00 per treatment.

Estimated Treatment Date: 12/16/2020 thru 1/11/2021.

.....  
*Total for 'Pest Management'*

*Amount: \$750.00*

*Tax: \$61.88*  
.....

Please review the information and the terms and conditions attached, which become part of the agreement, and sign and return one copy authorizing the program.

\_\_\_\_\_  
(Customer Signature)

\_\_\_\_\_  
(Date)

\_\_\_\_\_  
(Bartlett Representative - Jo Harris)

12/7/2020

\_\_\_\_\_  
(Date)

Client: 8195643

Printed on: 12/7/2020

\* Sales tax added where applicable. Prices are guaranteed if accepted within thirty days.  
All accounts are net payable upon receipt of invoice.  
Work is done in accordance with ANSI A300 Tree Care Standards.

To access a certificate of liability insurance for Bartlett Tree Experts, please navigate to  
<http://www.bartlett.com/BartlettCOI.pdf>

**CITY OF WOODCREEK, TEXAS  
DECLARATION OF TEMPORARY WATER RESTRICTIONS  
RESOLUTION 2023-08-23-01**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODCREEK, TEXAS, IMPLEMENTING TEMPORARY MANDATORY RESTRICTIONS ON THE PERMITTING OF CERTAIN ACTIVITIES CONSISTENT WITH THE HAYS TRINITY GROUNDWATER STAGE FOUR DROUGHT RESTRICTIONS; IMPLEMENTING TEMPORARY DEMAND REDUCTION MEASURES; PROVIDING FOR A VARIANCE PROCEDURE; PROVIDING FOR SEVERABILITY AND DECLARING AN EFFECTIVE DATE.**

**WHEREAS**, the City Council of the City of Woodcreek, upon the advice of the Hays Trinity Groundwater District and water provider Aqua Texas, has determined that certain restrictive measures are required to delay potentially serious water shortage problems from impacting the health, safety, and welfare of the Woodcreek community; and

**WHEREAS**, the Texas Local Government Code authorizes the Mayor of the City of Woodcreek to order by means of a Proclamation the implementation of temporary water demand reduction measures; and

**WHEREAS**, the Hays Trinity Groundwater District is a regional authority managing water pumped out of local aquifers by providers serving the City of Woodcreek, and has established drought mitigation standards in response to the current conditions; and

**WHEREAS**, pursuant to Chapter 54 of the Local Government Code, the City is authorized to adopt such resolutions necessary to preserve and conserve its water resources; and

**WHEREAS**, the City Council of the City of Woodcreek finds that the proposed temporary restrictions on permitting activities consistent with the current mandatory Stage Four drought restrictions to promote the health, safety, and welfare of the City and its inhabitants;

**NOW THEREFORE BE IT RESOLVED THAT THE CITY COUNCIL OF THE CITY OF WOODCREEK HEREBY TEMPORARILY SUSPENDS THE ISSUANCE OF ANY PERMITS IN A MANNER INCONSISTENT WITH THE STAGE FOUR RESTRICTIONS CURRENTLY IN PLACE; SUBJECT TO VARIANCE PROCEDURES WHERE NEEDED; WITH SUCH RESTRICTIONS TO REMAIN IN EFFECT UNTIL THERE IS AN ANNOUNCEMENT BY THE CITY OF WOODCREEK THAT STAGE FOUR HAS BEEN CANCELLED OR THAT STAGE TWO IS IN EFFECT:**



Section 1: The City Council authorizes City staff, administration and management to take all necessary measures to restrict the permitting of prohibited activities consistent with Aqua Texas and Hays Trinity Groundwater District mandatory restrictions. Such prohibited activities includes:


- The installation or repair of automatic irrigation system;
- The permitting of new or re-filled pools, hot tubs, or similar aesthetic water features;
- The use of fountains, waterfalls, or other aesthetic features; and
- Car washing or power washing.

Section 2: This Resolution shall be made available on the City's website, and available for review at City Hall, as soon as possible upon its passage. This Resolution will be revisited no less than every two meetings, or thirty-five days, by the City Council.

Section 3: This Resolution shall be effective immediately upon its passage.

PASSED AND APPROVED this, the 23<sup>rd</sup> day of August, 2023, on a roll call vote of the City Council of Woodcreek, Texas.

**City of Woodcreek, Texas:**

By: \_\_\_\_\_  
**Jeff Rasco, Mayor**

**Attest:**

By: \_\_\_\_\_  
**Suzanne MacKenzie, City Secretary**

Harvest Rain  
MAIL:1450 Hwy 290 W. Unit #91  
Dripping Springs, TX 78620 US  
+15126452955  
accounting@harvestrain.com



Estimate

ADDRESS

City of Woodcreek  
41 Champions Circle  
Woodcreek, TX 78676

ESTIMATE # 4563  
DATE 12/16/2024  
EXPIRATION DATE 01/16/2025

PRODUCT	DESCRIPTION	QTY	RATE	AMOUNT
Gutters with screens	6" Seamless, Galvalume Ogee gutters Color: (TBD); Step-lock gutter screens.	1	200.00	200.00
Rainwater Components	Painted PVC downspout (1) (Color TBD); Collection pipe (dry-pipe system); Pressure pipe with stub out for plumbing connections (by others); Fittings; Tank connections; First flush; Overflow systems; Auto-fill Assembly from municipal water supply; Float Switch; Solenoid Valve for auto-fill; PVC piping; fittings. * Assumes access to (115V/20amp) outlet for solenoid power supply. *	1	1,325.00	1,325.00
Pump Components	Grundfos Scala 2 (3/4 HP) variable speed on demand centrifugal pump. (115V/20amp). * Assumes ability to install pump in weather protected enclosure (by others). * * Assumes access to dedicated electrical circuit (115v20amp) within 5' of proposed pump location. *	1	1,475.00	1,475.00
Trenching and Labor	Includes labor to complete install, hand trenching to protect existing landscape, backfill, and flagging trenches.	1	2,000.00	2,000.00
Texas Metal Tank- // 1000 Gallons // Galvanized	Dimensions: (5'D x 7'H), 20-Gauge G-90 galvanized steel, FDA approved epoxy liner, Warranty: 1yr. Includes base prep and tank pad installation per manufacturer standards. * Assumes no greater than 6" change in elevation at proposed tank location. *	1	3,995.00	3,995.00

\*\* See Exclusions & Alternate Tank Options  
On Next Page. \*\*

PRODUCT		DESCRIPTION	QTY	RATE	Item 14.
Exclusions		<p>The following are NOT included in our scope of work:</p> <ul style="list-style-type: none"> <li>- Providing dedicated (115v/20amp) electrical circuit for pump power supply and (115v/20amp) outlet for auto-fill assembly.</li> <li>- Providing weather protected enclosure to house pump and components.</li> <li>- Clearing and leveling with 6" of grade at proposed tank pad location.</li> <li>- Permits, RPZ Backflow Prevention Device and Installation, Inspections. (If required.)</li> <li>- Final connections to restroom plumbing.</li> <li>- Water Delivery.</li> <li>- Spoils Removal.</li> </ul> <p>-----</p> <p>** See Alternate Tank Options Below: **</p> <p>-----</p>	1	0.00	0.00
Texas Metal Tank- // 830 Gallons // Galvanized		<p>Dimensions: (5'D x 5'8"H), 20-Gauge G-90 galvanized steel, FDA approved epoxy liner, Warranty: 1yr. Includes base prep and tank pad installation per manufacturer standards.</p> <p>* Assumes no greater than 6" change in elevation at proposed tank location. *</p>	0	2,995.00	0.00
Texas Metal Tank- // 1480 Gallons // Galvanized		<p>Dimensions: (6'D x 7'H), 20-Gauge G-90 galvanized steel, FDA approved epoxy liner, Warranty: 1yr. Includes base prep and tank pad installation per manufacturer standards.</p> <p>* Assumes no greater than 6" change in elevation at proposed tank location. *</p>	0	4,995.00	0.00
Aqualine Water Tank 602S // 1,535 Gallons		<p>Capacity: 1,535 Gallons; Dimensions: 6'D x 7'6"H (Peak Height: 9'1"H) G90 corrugated steel, Bartlett NSF61 approved liner; Industry Leading 20 Year Warranty. Includes base prep and tank pad installation per manufacturer standards.</p> <p>* Assumes no greater than 1' change in elevation at proposed tank location. *</p>	0	6,995.00	0.00
* Estimate prepared Sight-Unseen. Costs to be adjusted based on actual site conditions. *		SUBTOTAL		8,995.00	
* Assumes tank is installed within 5' of the back corner of the restroom. *		TAX		0.00	
* Proposed collection from approx. 160sf, potential collection on 1" of rain = 96 gallons, approx. 3,360 gallons/year (35" avg. annual rainfall). *		TOTAL		<b>\$8,995.00</b>	

Accepted By

Accepted Date

## Proposal for Photography Services

Item 15.

Yvette Foster  
Yvette Foster Photography  
PO Box 814  
Wimberley, TX 78676  
E-mail: [yvette@yvettefoster.com](mailto:yvette@yvettefoster.com)  
Phone Number: 512-415-5770/ 512-829-8280

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March 30, 2025

City of Woodcreek  
41 Champions Circle  
Woodcreek, TX 78676

Thank you for considering Yvette Foster Photography for the City of Woodcreek's photography needs. I am excited to present this proposal outlining the various photography series I can offer based on your listed needs.

### **About Me**

I have been in business for 10 years and specialize in portrait photography, along with commercial and event type photography. I earned my certification as a Certified Professional Photographer in 2019 through the Professional Photographers of America and have successfully completed recertification every two years through continuing education courses. I am also the contributing photographer of the Wimberley Living Magazine for the last five years.

Examples of my portrait work can be found at [www.yvettefosterphotography.com](http://www.yvettefosterphotography.com)

Customer reviews can be found on:

Facebook - @yvettefosterphotography

Google - <https://g.co/kgs/yrE55M8>

### **Services Offered**

1. Commercial Photography
  - Description: Professional photography for businesses, including product, facility, branding, and advertising.
  - Deliverables: High-quality professionally edited images suitable for print and digital use.
  - Pricing: \$500 minimum includes up to one hour and 10 images
    - \$100 each additional hour
    - \$30 per image
2. Event Photography
  - Description: Document events such as City events and needed key moments.
  - Deliverables: High-quality professionally edited images suitable for print and digital use. Photographer will select a minimum of the best 40 images. Photographer will obtain needed releases.
  - Pricing: \$600 minimum includes up to one hour and a minimum of 40 images
    - \$100 each additional hour
    - \$400 additional minimum of 40 images per hour

Pricing can be negotiated based on the number of City events during the one year period.

I would love the opportunity to offer my professional photography services to the City of Woodcreek. Please feel free to contact me with any questions.

Item 15.

Thank you for considering Yvette Foster Photography.

Warm regards,

Yvette Foster  
Yvette Foster Photography

## **Proposal for Event and Facilities Photography for The City of Woodcreek**

### **Introduction and Company Information**

Charles Quinn Photography welcomes the opportunity to bid on photography services for The City of Woodcreek. In this proposal, Charles Quinn Photography will be referred to as The Photographer, and The City of Woodcreek will be referred to as The Client.

The Photographer takes pride in providing high-quality photography services to Central Texas for over 15 years. Primary specialties include event, architecture, and headshot photography. Event photography services are provided for private events, galas, fundraisers, and corporate events of all sizes. Architecture photography services are provided to residential and commercial architects, builders, and interior designers. Headshot photography is provided to individual clients of various professions as well as teams and high-volume settings in which hundreds of people may be photographed.

Events have been photographed in everything from beautiful, well-lit locations to poorly lit locations with little character. Event photography requires The Photographer to be flexible and skilled in adjusting to the environment to provide the best photographs possible.

Architecture photography is performed for homes and commercial facilities including light industrial, hospitality, food service, education, medical, and general office space. A variety of photography techniques are used to ensure that photographs enhance the reputation of clients.

In performing headshot photography, The Photographer is experienced in using studio lighting, natural lighting, and a combination of the two to create photographs that make subjects look their best. When outside the studio, photographing people requires flexibility in working with available lighting, whether relying solely on available light, or enhancing it by adding additional light from strobes and light modifiers.

### **Qualifications and Approach**

The Photographer has completed 21 hours of commercial photography coursework at Austin Community College and regularly does continuing education to improve technical skills. As digital photography evolves, regular education is important to update both photography and post processing skills.

The Photographer prefers a collaborative approach to photography. This improves efficiency by speeding up photo sessions and post-production. It also helps ensure images meet The Client's expectations. It is helpful if The Client provides as much information as possible about their vision and expectations prior to a photo shoot. Providing shot lists and run-of-shows provides structure to a photo session and clarifies expectations.

When jobs require more than one photographer, The Photographer takes care to hire professional photographers with experience in the type of photography to be performed. These

photographers have the technical and interpersonal skills to capture quality photographs and work with clients in a professional manner.

The Photographer makes every effort to get digital proofs or final images to the client within one week of a photo session. The Photographer uses Box, Dropbox, and Google Drive for photo delivery. If photographs cannot be delivered within one week The Photographer will notify The Client before the photo session, or as soon as possible.

A portfolio of The Photographer's event and headshot photography is at the following website. A list of clients is on the About page.

<https://www.cquinnphoto.com>

A portfolio of The Photographer's commercial architecture photography is at the following URL:

<https://www.cquinnphoto.com/Commercial-Architecture-Photography-Austin>

Client reviews can be reviewed on The Photographer's Google Business listing. References can be submitted, if requested:

<https://www.google.com/search?client=firefox-b-1-e&q=charles+quinn+photography>

## **Pricing**

Event Photography - \$200 per hour, includes post processing.  
This rate is discounted from The Photographer's standard rate of \$265 per hour.

Second Photographer - \$115 per hour, includes post processing.

Architecture/Facilities Photography - \$250 per hour, includes two hours of post processing for each hour of photography. This rate is discounted from The Photographer's standard rate of \$300 per hour. Additional post processing is \$90 per hour.

Team Headshot Photography - \$65 per person when five or more people are photographed during the same session. Includes one fully retouched headshot per person. This rate is discounted from The Photographer's standard team headshot rate which begins at \$95 per hour.

An invoice for payment in full within 30 days is sent when photos are delivered.

This proposal is respectfully submitted on March 26, 2025, and is valid for 90 days.

Charles Quinn  
Charles Quinn Photography  
Email: [charles@cquinnphoto.com](mailto:charles@cquinnphoto.com)  
Phone: 512-627-2428

Attachment: Certificate of Insurance




## CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

03/26/2025

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

**IMPORTANT:** If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

<b>PRODUCER</b>  Cory Pack 121 Hall Professional Center, Ste D  Kyle TX 78640	<b>CONTACT</b> NAME: Cory Pack PHONE (A/C No. Ext): 512-268-7225 FAX (A/C No.): E-MAIL: ADDRESS:  <b>INSURER(S) AFFORDING COVERAGE</b> INSURER A : State Farm Lloyds NAIC # 43419 INSURER B : INSURER C : INSURER D : INSURER E : INSURER F :
<b>INSURED</b> CHARLES QUINN PHOTOGRAPHY LLC DBA COMPOSITE PH 281 JOY HOLW  BUDA TX 78610-3070	

## COVERAGES

## CERTIFICATE NUMBER:

## REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADD INSD	SUB WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<b>COMMERCIAL GENERAL LIABILITY</b> <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> OCCUR  GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:			90-B7-N078-6	01/21/2025	01/21/2026	EACH OCCURRENCE \$ 1000000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 300000 MED EXP (Any one person) \$ 5000 PERSONAL & ADV INJURY \$ 1000000 GENERAL AGGREGATE \$ 2000000 PRODUCTS - COMPI/OP AGG \$ 2000000 \$
	<b>AUTOMOBILE LIABILITY</b> <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY						COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	<b>UMBRELLA LIAB</b> <input type="checkbox"/> OCCUR <b>EXCESS LIAB</b> <input type="checkbox"/> CLAIMS-MADE DED: RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$ \$
	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? <input type="checkbox"/> Y / <input checked="" type="checkbox"/> N / A (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below						PER STATUTE <input type="checkbox"/> OTH-ER <input type="checkbox"/> E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

## CERTIFICATE HOLDER

## CANCELLATION

	<b>SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.</b>  <b>AUTHORIZED REPRESENTATIVE</b>  This form was system-generated on 03/26/2025
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Item 15.





## **Proposal for Photographer for City Facilities and Events**

**To:** Mayor Jeff Rasco, City of Woodcreek

**From:** Articulate Minds LLC (DBA Harlin Miller Studio)

**Date:** March 7, 2025

**Subject: Proposal for City Photographer Contract**

Dear Mayor Rasco,

Thank you for your feedback and the opportunity to provide an adjusted proposal for the City of Woodcreek's photography contract. We're excited to partner with local small businesses and photographers to maximize the value of this project, investing in the community and ensuring proper industry rates for local talent.

### **Company Overview:**

Articulate Minds LLC (DBA Harlin Miller Studio) has been in business for 15 years, providing exceptional photography services to a diverse clientele, including the Veterans Hospital of New Orleans, National Institutes of Health, Uber, TikTok, and recently wrapping up a project with the Kansas City Chiefs for the 2025 Super Bowl. We specialize in creating visual stories that capture the essence of our subjects and convey the desired message.

Our team comprises skilled photographers with expertise in various photography styles, including event photography, architectural photography, and portraiture. We are committed to delivering high-quality images that meet the highest professional standards.

- **Website:** [Photography](#) & [Video Production](#)
- **Customer Reviews:** [Google Reviews](#) & [LinkedIn](#)

### **Adjusted Services:**

- **Event Photography:** Six events (not consolidated).
- **Facility Photography:** Some of these may be consolidated with event shoots for cost efficiency.

- **Travel Costs:** While we're working with local photographers, travel costs will still be considered based on the event locations.

## Pricing Breakdown (Adjusted):

1. **Event Photography (6 events):**
  - Each event is priced at **\$3,500 per day for Harlin Miller Studio's** expertise and production oversight.
  - For each event, we'll provide local photographers to shoot, with Harlin Miller Studio handling creative direction, editing, and client communication.
  - **Cost per event:  $\$3,500 \times 6 = \$21,000$**
2. **Facility Photography (Consolidated with Events):**
  - We will consolidate some of the facility photography with event shoots to reduce costs.
  - This could reduce the overall cost for facility shoots, but we will price them at **\$1,500 per day for local photographers**, while Harlin Miller Studio oversees the production.
  - **Facility photography cost estimate (2 days consolidated with events):**  
 $\$1,500 \times 2 = \$3,000$
3. **Travel Costs:**
  - While we're partnering with local photographers, there may still be minimal travel costs for Harlin Miller Studio. These will cover mileage, lodging (if necessary), and other expenses.
  - **Estimated Travel Costs:** \$2,000 (including gas, lodging, food, etc.)

## Total Estimated Costs:

- **Photography & Agency Fee** (Including 60% Agency Fee of \$14,400): \$21,000 (events)  
+ \$3,000 (facility) = \$24,000
- **Travel Costs:** \$2,000

**Total: \$40,400**

This proposal reflects a holistic approach to support the City of Woodcreek's needs while investing in local businesses. We believe this solution will provide top-tier quality at a competitive rate, all while contributing to the community.

We are excited to move forward with this project and would be happy to schedule a follow-up meeting or call to address any questions and discuss next steps.

Sincerely,  
Harlin Miller Jr.  
Lead Photographer / Creative Producer  
Articulate Minds LLC (DBA Harlin Miller Studio)

Dear Mayor Rasco,

I hope this email finds you well. This is MW.co's proposal for **professional photography services** for the City of Woodcreek. We are excited about the opportunity to provide high-quality images for your city events and facilities.

### Why MW.co?

- **Experienced & Professional** – Specializing in high-quality photography, branding, and content creation.
- **Municipal & Event Expertise** – Proven success working with businesses, events, and city projects.
- **Creative & Detail-Oriented** – Known for delivering exceptional images that reflect the essence of the moment.

Website: [marinawanders.com](http://marinawanders.com)

Client Reviews: [Read Testimonials](#)

### Scope of Services

MW.co will provide professional photography for the City of Woodcreek, covering:

- **City Events** – 6-8 hours total, capturing key moments.
- **City Facilities** – 4-5 locations, showcasing infrastructure.
- **Editing & Resizing** – Ensuring images are ready for web and publication.
- **Public Image Releases** – Obtaining necessary permissions.
- **Delivery** – Professionally edited images within 14 days.
- **Expedited 24-hour turnaround** available for an additional fee.

### Pricing

#### Event Photography

- \$295 per hour (minimum of 2 hours per event)
- Includes all high-quality, professionally edited photos
- 14-day delivery timeline
- 24-hour expedited option available for an additional \$150 per event

## Facility Photography

- \$495 per location (4-5 sites total)
- Includes professional image capture, editing, and resizing for city use

## Discounted Rates & Sponsorship

- Standard rates are \$395 per hour for event photography and \$995 per site, but we are offering a **reduced rate** in exchange for being recognized as an **official sponsor of Woodcreek**.
  - As part of this agreement, all social media posts utilizing our photography must tag MW.co.
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## Next Steps

We would love the opportunity to support the City of Woodcreek's visual storytelling needs with our expertise. Please review our proposal, and let us know if you have any questions.

## Proposal Submitted To:

- **Mayor Jeff Rasco** – Jeff.Rasco@woodcreektx.gov
- CC: City.Secretary@woodcreektx.gov, manager@woodcreektx.gov

Thank you for your time and consideration. I look forward to the possibility of working together.

Best regards,

**Marina**

MW.co | **Let us tell your story**

[marinawanders.com](http://marinawanders.com)



## REQUEST FOR BID/PROPOSAL (RFP): Photographer for the City facilities and events

**\* Candidates can apply for this position through Monday, March 31st, 2025 at 5:00P (CST) \***

The City of Woodcreek seeks an experienced and highly rated professional to work as a contracted photographer for the period of one year to provide legally released photography products for city use.

### JOB SUMMARY:

Attend city events, take photos, obtain needed releases, filter for quality, edit photos, and provide resizing as needed for use on the City website and via other city communications and/or publications. Additionally, the City is in need of updated facility photos and other content for the website.

### REPORTING RELATIONSHIPS:

Reports to the City Administrator

### MAIN JOB TASKS and RESPONSIBILITIES:

- Take facility photos
- Edit and resize photos
- Obtain needed public releases
- Attend all City events and document key moments
- Release all photos for City use

### PROPOSAL FORMAT:

- A copy of certificate of Business Liability and Personal Injury Insurance
- A brief introduction to the company including links to website and customer reviews
- A proposal including cost of service minimums and hourly service rates for various types of services

### SELECTION PROCESS:

The selection of the Photography Contract Services will be awarded based on the candidate's qualifications, program work and approach, competitive fees and rates, work history and references. The City of Woodcreek reserves the right to reject any incomplete proposals.

### SUBMIT A PROPOSAL OR BID FOR THE CITY CONTRACT TO:

Mayor Jeff Rasco [Jeff.Rasco@woodcreektx.gov](mailto:Jeff.Rasco@woodcreektx.gov)

Please copy: [City.Secretary@woodcreektx.gov](mailto:City.Secretary@woodcreektx.gov) and [manager@woodcreektx.gov](mailto:manager@woodcreektx.gov)

*Disclaimer: The City of Woodcreek prohibits discrimination and harassment of any type and affords equal employment opportunities to employees and applicants without regard to race, color, religion, sex, sexual orientation, gender identity or expression, pregnancy, age, national origin, disability status, genetic information, protected veteran status, or any other characteristic protected by law. The City of Woodcreek conforms to the spirit as well as to the letter of all applicable laws and regulations.*