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## MEETING NOTICE

The Tree Board 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 Monday, February 12, 2024 at 4:30 PM.

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

<https://zoom.us/j/92122557589?pwd=T0pVbExJSE1xVmhwWdUVYOXozMGNPUT09>

Meeting ID: 921 2255 7589; Passcode: 166800

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

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

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

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

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The City Council may retire to Executive Session any time during this meeting, under Texas Government Code, Subchapter D. Action, if any, will be taken in open session.

This agenda has been reviewed and approved by the City's legal counsel and the presence of any subject in any Executive Session portion of the agenda constitutes a written interpretation of Texas Government Code Chapter 551 by legal counsel for the governmental body and constitutes an opinion by the attorney that the items discussed therein may be legally discussed in the closed portion of the meeting considering available opinions of a court of record and opinions of the Texas Attorney General known to the attorney. This provision has been added to this agenda with the intent to meet all elements necessary to satisfy Texas Government Code Chapter 551.144(c) and the meeting is conducted by all participants in reliance on this opinion

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

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

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

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# AGENDA

## CALL TO ORDER

## ROLL CALL and ESTABLISH QUORUM

## PUBLIC COMMENTS

## CONSENT AGENDA

1. Approval of Regular Tree Board Meeting Minutes From January 8, 2024.

## REPORTS FROM OFFICERS AND COUNCIL LIAISONS

2. *Report From Tree Board Chair.*
  - a. New Members and Terms for Tree Board Members.
  - b. Status on Double J Ranch Golf Club Meeting.
  - c. Report research for City Arborist.
3. *Report From Tree Board Liaison.*
  - a. Tree Board Request To Council For \$1,000 to Purchase and Plant A Desert Willow Tree at Augusta Park.
  - b. Tree Board Request To Council For City To Provide \$1500 For Tree Damaged at 50 Brookmeadow.

## REGULAR AGENDA

4. Discuss and Take Possible Action On A Variance Request from the Double J Ranch Golf Club For The Removal of Two(2) Heritage Oak Trees, Located At 1 Pro Lane.
5. Discuss and Take Possible Action On Nominations For Tree Board, Chairperson.
6. Discuss and Take Possible Action On Nominations For Tree Board, Vice-Chairperson.
7. Discuss and Take Possible Action Regarding Tree Board/ Individual Goals for 2024.
8. Discuss and Take Possible Action For Arbor Day Celebration, Scheduled For April 27, 2024.
9. Discuss and Take Possible Action Regarding Board Member Research On Developing A Tree Care and Management Plan For the City of Woodcreek.
10. Discuss and Take Possible Action Regarding Planting A Desert Willow Tree At The Triangle in Spring of 2024.
11. Schedule A Training Day For Tree Survey Software Instruction with Jacob McElroy.

**ANNOUNCEMENTS**

12. Next Meeting Date: March 11, 2024.

**ADJOURN**

**POSTING CERTIFICATION**

I certify that the above notice was posted on the **8th day of February, 2024 at 4:00PM**

By: 

**Suzanne J. MacKenzie, City Secretary**

**TREE BOARD MEETING (CITY HALL)**  
**January 08, 2024; 4:30 PM**  
**Woodcreek, Texas**

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**MINUTES**

**CALL TO ORDER**

Vice-Chair McElroy Called the Meeting to Order at 4:31PM.

**ROLL CALL and ESTABLISH QUORUM**

PRESENT

Vice Chairperson, Jacob McElroy  
Member Terri Burney-Bisett  
Member Nanci Coddington  
Alternate Member Cheryl Mills

ABSENT

Chairperson, Iris Ramos

**PUBLIC COMMENTS**

No Public Comments were offered.

**CONSENT CALENDAR**

1. **Approval of Regular Meeting Minutes From December 11, 2023.**
2. **Approval of Special Meeting Minutes From December 18, 2023.**

Motion was made by Vice-Chair McElroy to approve the Consent Agenda. Motion was seconded by Member Burney-Bisett.

A roll call vote was held.

Voting Yea:

Vice-Chair McElroy, Member Burney-Bisett, Member Coddington, Alternate Member Mills

Motion Passed: 4-0-0.

**REPORTS FROM OFFICERS AND COUNCIL LIAISONS**

3. *Report by Tree Board Liaison.*
  - \$1,500 Request from Council for Damaged Tree at 50 BrookMeadow Drive.
  - \$1,000 Request from Council for Desert Willow Tree for Augusta Park.

**REPORT OF SPECIAL (Select or Ad Hoc) Committees - None****SPECIAL ORDERS - None****UNFINISHED BUSINESS AND GENERAL ORDERS****4. Discuss and Take Possible Action on Scheduling A Training Day For the Tree Survey Software with Jacob McElroy.**

Motion was made by Alternate Member Mills to schedule the Tree Survey Training on Monday, March 11<sup>th</sup>. Motion was seconded by Member Burney-Bisett.

A roll call vote was held.

Voting Yea:

Vice-Chair McElroy, Member Burney-Bisett, Member Coddington, Alternate Member Mills

Motion Passed: 4-0-0.

**5. Discuss and Take Possible Action Regarding Engagement of Karl Flocke, To Create a City Map of Oak Wilt in Public Parks and Rights-of Way, including Oak Wilt "Hot Zones" and A Comprehensive Tree Management Plan.**

Motion was made by Member Burney-Bisett to discuss engaging Karl Flocke to create a City map of Oak Wilt in Public Parks and Rights-of-Way, including Hot Zones and a Comprehensive Tree Management Plan. Motion was seconded by Vice-Chair McElroy.

Member Burney-Bisett withdrew her motion at 4:51PM.

**6. Discuss and Take Possible Action on Preliminary Discussions of A Spring Arbor Day Celebration.**

Motion was made by Member Burney-Bisett to schedule our third Annual Arbor Day Celebration on Saturday, April 27<sup>th</sup> at the Triangle. Motion was seconded by Alternate Member Mills.

A roll call vote was held.

Voting Yea:

Member Burney-Bisett, Member Coddington, Alternate Member Mills, Vice-Chair McElroy

Motion Passed: 4-0-0.

## NEW BUSINESS

7. **Discuss and Take Possible Action to Complete Urban Forestry Grant Applications through the Texas A&M Forest Service.**
  - a. Climate Resiliency
  - b. Human Health Equity and Accessibility
  - c. Municipal Forester
  - d. Tree Planting

Motion was made by Alternate Member Mills to postpone discussion and taking action on item number 7 until our August meeting. Motion was seconded by Member Burney-Bisett.

A roll call vote was held.

Voting Yea:

Member Coddington, Alternate Member Mills, Vice-Chair McElroy, Member Burney-Bisett

Motion Passed: 4-0-0.

8. **Discuss and Take Possible Action to Develop A Tree Care and Management Plan For the City of Woodcreek.**

Motion was made by Member Burney-Bisett that we study multiple municipal city's Tree Care and Management Plans to see what we need by looking at other areas comparable to the size of Woodcreek and report back at our February meeting. Motion was seconded by Vice-Chair McElroy.

A roll call vote was held.

Voting Yea:

Vice-Chair McElroy, Member Burney-Bisett, Member Coddington, Alternate Member Mills

Motion Passed: 4-0-0.

## ANNOUNCEMENTS

1. A Tree City USA Application was submitted on Dec. 28, 2023, by Mayor Rasco, on behalf of the Tree Board.
2. Next Meeting Date: February 12, 2024.

## ADJOURN

Vice-Chair McElroy Adjourned the Meeting at 6:00PM.

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*Jacob McElroy, Vice-Chairperson*

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*Suzanne MacKenzie, City Secretary*


## Tree Board Members

Member Name	Committee Title	Council Appointment By	Date of Appointment	Term Expiration
Iris Ramos	Chairperson	Richardson	01/10/24	Dec. 31, 2025
Jacob McElroy	Vice Chairperson	Hines	01/10/24	Dec. 31, 2025
Terri Burney-Bisett	Member	Bailey	12/14/22	Dec. 31, 2024
Nanci Coddington	Member	Hambrick	01/25/23	Dec. 31, 2024
Cheryl Mills	Member	Grummert	01/10/24	Dec. 31, 2025
Jake Buckner	Alt. Member	Rasco	01/10/24	Dec. 31, 2025
VACANT	Alt. Member	-	-	-

Council Liaison: Krista Richardson

## Supporting Documents

 [Tree Board Formation Document: Ordinance 22-311](#) <sup>[1]</sup> (100 KB)

 [Tree Ordinance 22-313](#) <sup>[2]</sup> (647 KB)

- [Home](#)
- [Logout](#)
- [Accessibility](#)
- [Dashboard](#)

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[a municode design](#)

Source URL: <https://www.woodcreektx.gov/bc/page/tree-board-members>

### Links

[1] [https://www.woodcreektx.gov/sites/default/files/fileattachments/boards\\_and\\_commissions/page/12758/ordinance\\_22-311\\_tree\\_board.pdf](https://www.woodcreektx.gov/sites/default/files/fileattachments/boards_and_commissions/page/12758/ordinance_22-311_tree_board.pdf)

[2] [https://www.woodcreektx.gov/sites/default/files/fileattachments/boards\\_and\\_commissions/page/12758/ordinance\\_22-313\\_-\\_tree\\_ordinance.pdf](https://www.woodcreektx.gov/sites/default/files/fileattachments/boards_and_commissions/page/12758/ordinance_22-313_-_tree_ordinance.pdf)



**City of Woodcreek Application for Variance**

Please provide the following items with the completed Application for Variance for a variance request:

- One paper copy and one digital copy of the survey or site plan with the requested area for the variance clouded to indicate the location.
- A filing fee of \$500.00 (Applicant will also be charged the cost of postage and publication).
- If requesting a variance of an existing structure, please include 2-3 photographs that will show the structure placement in relation to your property and adjacent structures.
- If requesting a variance in impervious cover limits, please include calculations showing current impervious cover (as of date of application) and proposed impervious cover.

Following receipt of the completed Application for Variance, along with the required items and filing fee, Woodcreek will schedule your request for consideration at a future Board of Adjustment meeting. You will be notified of the Board of Adjustment meeting date.

Woodcreek will prepare and send notices via the USPS to property owners within two hundred (200) feet of the property before the Board of Adjustment scheduled meeting date. The notice will also be published in the newspaper of record.

**Application Information**

Date of Application Submission: 12/06/23

Petitioner's Name: Joseph Gambino Jr.

Mailing Address: [REDACTED]

Email Address(s): [REDACTED]

Telephone Number(s): [REDACTED] : (\_\_\_\_) \_\_\_\_\_

**Description and Location of Property for which Variance is Requested.**

Property Owner's Name: JAGJR LLC

Property Owner's Mailing Address: [REDACTED]

Section Location, Lot Number, & Zoning Designation: PHASE 1 UNPLATTED PT OF TR 894 46.299 AC WC PARCEL #3 PT OF FAIRWAY & GREENS 9& 18

Property Address: 1 Pro Lane, Woodcreek, TX. 78676



As per § 30.57 of the Woodcreek Code of Ordinances, a Variance is defined as “An adjustment or deviation in the application of specific regulations of Ch. 50, 154 and 156 of this code of ordinances or other applicable ordinances under the purview of the city and applicable to a particular parcel of property which, because of special conditions or circumstances peculiar to the particular parcel, is necessary to prevent the property owner from being deprived rights and privileges, enjoyed by other owners of similarly situated parcels in the same vicinity and district.”

No variance shall be granted unless the Board finds that each of the following provisions are met.

State how your request meets each provision:

1. There are special circumstances or conditions affecting the land involved, such that the strict application of the provisions of Ch. 50 or Ch. 154 or Ch. 156 would deprive the applicant of the reasonable use of the involved land.  
JAGJR LLC is requesting a variance to cut down 2 trees on our property.
2. The variance is necessary for the preservation and enjoyment of a substantial property right of the applicant.  
JAGJR LLC is creating an event center for the enjoyment of the residents and visitors of Woodcreek, TX.
3. The granting of the variance will neither be detrimental to the public health, safety or welfare, nor injurious to other property in the area.  
The variance will not be detrimental to the public health, safety or welfare to other properties in the area.
4. The granting of the variance will not have the effect of preventing the orderly development of other land in the area in accordance with the provisions of this chapter.  
The granting of the variance will not prevent the development of other land in the area.

**Variance Requested** – Please be specific. Pecuniary hardship to the applicant, property owner or developer, standing alone, shall not be deemed sufficient to constitute undue hardship.

*Please See Attached*

City of Woodcreek Form 1, Request for Variance. 5/29/2020

The City of  
**Woodcreek**  
IN THE MIDST OF THE TEXAS HILL COUNTRY

Item 4.



**Applicant Signature:** \_\_\_\_\_  
**Date:** \_\_\_\_\_ 2/5/24

**For City Use Only:**

Application, required information, and fee received:  
Date: N/A Check # \_\_\_\_\_ Initials: \_\_\_\_\_

Referred to Board of Adjustment:  
Date: N/A Initials: \_\_\_\_\_

Publication of Public Hearing by Board of Adjustment:  
Date: N/A Initials: \_\_\_\_\_

Action by Board of Adjustment:  
Approved: \_\_\_\_\_ Denied: \_\_\_\_\_  
Date: \_\_\_\_\_ Initials: \_\_\_\_\_

Notes:  
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\_\_\_\_\_  
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\_\_\_\_\_  
\_\_\_\_\_

Dear Board of Woodcreek,

I am writing to you today as we are seeking a variance for just two trees on our expansive, many acres property which need to be removed for the successful redevelopment of our event center and club house facility. After much consideration and attempts to design and work around the trees in question, it has been determined this will impose a significant hardship of the current and newly required infrastructure of the planned clubhouse. We feel that we have a very effective solution to these challenges that allows for the removal of these two trees and maintain all of the native beauty of the area. However, before going into the specifics of that plan, we first wanted to discuss a multitude of the added economic and construction hardships we would encounter by shrinking or relocating our club house due to the two trees current locations.

Regarding the size of the structure we are proposing, we feel we have designed the smallest structure to achieve viable occupancy for events and community gatherings. From a business perspective we would much prefer to increase its size to have the ability for more occupants. However, given the surroundings of the area, we did not want to create an excessive or overpowering structure. We're convinced the structure as planned is a very effective compromise. Even at its current planned dimensions, we faced significant hurdles meeting today's ADA requirements which dramatically impacted our ability to maximize and create a comfortable and useable environment. Several aspects of the structure had to shrink already in order to accommodate the code requirements for commercial use.

Additionally, in regard to relocating the proposed structure to a location which preserves the trees would require hardships of cost and golf course revenues. As you are aware, the desired location is very similar to the location of the prior raised club house. This location provides us with the ability to utilize existing infrastructure that would be very expensive and extensive to replicate at an alternative spot. Given requirements for ingress/egress, emergency services access, and our existing parking lot, our planned location achieves the least burdensome means to achieve these requirements. Relocating the structure would create tremendous additional expense to achieve said building regulations. It would also necessitate the relocation of the practice areas, existing cart paths, a tee box and possibly an existing golf hole, thus creating a sizeable financial burden, and loss of revenues. This alone could jeopardize the viability of the entire project.

Having addressed the dimensional challenges and hardships associated with clubhouse relocation above, it is our goal to create an environment that is desired by many in our community and surrounding ones. It is our belief that the native landscape areas of Wimberley are already a desired destination of many, and we look to protect and preserve them. With the many hundreds of existing trees on our golf course, it is our goal to create the proposed structure and to provide a significant amount of new landscaping that will be complimentary to these native features. We welcome any and all recommendations of the type and quantity of new trees to provide during this process to help mitigate this request for variance.

We are looking forward to your response.

Sincerely,



Joe Gandino