
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, October 30, 2023 at 4:30 PM.

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

<https://zoom.us/j/94627268217?pwd=MnhQVE0xdHdJSUZ1U1ZlZWG04cFRZz09>

Meeting ID: 946 2726 8217; Passcode: 601645

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

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

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

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

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

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

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

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

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

AGENDA

CALL TO ORDER

ROLL CALL and ESTABLISH QUORUM

PUBLIC COMMENTS

CONSENT CALENDAR

- [1.](#) Approval of Regular Tree Board Meeting Minutes From September 11, 2023.
- [2.](#) Approval of Special Tree Board Meeting Minutes From October 10, 2023.

REPORTS FROM OFFICERS AND COUNCIL LIAISONS - None

REPORT OF SPECIAL (Select or Ad Hoc) Committees - None

SPECIAL ORDERS - None

UNFINISHED BUSINESS AND GENERAL ORDERS – None

NEW BUSINESS

3. Discuss and Take Possible Action on Preliminary Reports From Board Members Regarding Arbor Day Celebration on November 4, 2023.
4. Discuss and Take Possible Action to Schedule An Advance Workday For Arbor Day Event at Triangle Park.

ANNOUNCEMENTS

5. Discussion of Request to Council of \$1,000 to Purchase and Install the Arbor Day Tree at the Arbor Day Event, November 4, 2023.
6. Next Regular Tree Board Meeting: Monday, December 11, 2023 at 4:30PM.
7. Please bring a copies of Meeting Materials and Laptop to the Next Meeting.

ADJOURN

POSTING CERTIFICATION

I certify that the above notice was posted on the **27th day of October, 2023 at 3:00PM**

By: 

Suzanne J. MacKenzie, City Secretary

TREE BOARD MEETING (CITY HALL)
September 11, 2023; 4:30 PM
Woodcreek, Texas

MINUTES

CALL TO ORDER

Chair Ramos Called the Meeting to Order at 4:30P.

MOMENT OF SILENCE

ROLL CALL and ESTABLISH QUORUM

PRESENT

Chairperson Iris Ramos
Vice-Chair Jacob McElroy
Member Terri Burney-Bisett
Member Nanci Coddington
Member Dorothy Tasian
Alt. Member Cheryl Mills

ABSENT

None

PUBLIC COMMENTS

No Public Comments were offered.

CONSENT CALENDAR

1. Approval of Regular Tree Board Meeting Minutes from August 14, 2023.

Motion was made by Member Tasian to approve the Consent Agenda. Motion was seconded by Member Burney-Bissett.

A roll call vote was held.

Voting Yea:

Member Burney-Bissett, Member Tasian, Member Coddington, Vice-Chair McElroy, Chair Ramos

REPORTS FROM OFFICERS AND COUNCIL LIAISONS

Report by Tree Board Liaison.

REPORT OF SPECIAL (Select or Ad Hoc) Committees - None

SPECIAL ORDERS - None

UNFINISHED BUSINESS AND GENERAL ORDERS

2. **Discuss and Take Possible Action on Preliminary Reports from Board Members Regarding Arbor Day Celebration on November 4, 2023.** (Ramos)

Discussion was held on this item, including date and time of event: November 4, 2023 10AM to 2:00PM.

Motion was made by Member Burney-Bissett to request closure of Brookhollow from 10AM to 2:00PM. Motion was seconded by Member Tasian.

A roll call vote was held.

Voting Yea:

Member Burney-Bissett, Member Tasian, Member Coddington, Vice-Chair McElroy, Chair Ramos

Motion Passed: 5-0-0.

NEW BUSINESS

3. **Discuss and Take Possible Action Regarding City-Wide Tree Survey of Public Trees, Rights of Way and Parks.** (Ramos)

Motion was made by Vice-Chair McElroy to delay the Tree Survey and associated training until the Spring of 2024 and that the issuance of the report required by §30.14 of the Tree Ordinance be delayed until after the Survey has been completed. Motion was seconded by Member Tasian.

A roll call vote was held.

Voting Yea:

Member Burney-Bissett, Member Tasian, Member Coddington, Vice-Chair McElroy, Chair Ramos

Motion Passed: 5-0-0.

4. **Discuss and Take Possible Action on the Establishment of City Communication With The Tree Board Regarding Trimming, Removal and Replacement of City Trees.** (Ramos)

Motion was made by Chair Ramos that the City Council give priority for the hiring of a Certified Arborist so that they can conduct a tree assessment of all trees in Public Areas in the Spring of 2024 and report directly to the Tree Board with recommendations, including possible treatment plans. Motion was seconded by Member Tasian.

A roll call vote was held.

Voting Yea:
Member Burney-Bissett, Member Tasian, Member Coddington, Vice-Chair McElroy, Chair Ramos

Motion Passed: 5-0-0.

ANNOUNCEMENTS

Next Meeting Date: October 9, 2023.

Please bring laptops and a personal copy of the agenda and other documents, as needed.

ADJOURN

Chair Ramos Adjourned the Meeting at 6:49PM.

Iris Ramos, Chairperson

Suzanne Mac Kenzie, City Secretary

SPECIAL TREE BOARD MEETING (CITY HALL)
October 10, 2023; 4:30 PM
Woodcreek, Texas

MINUTES

CALL TO ORDER

Chair Ramos Called the Meeting to Order at 4:37PM

ROLL CALL and ESTABLISH QUORUM

PRESENT

Chairperson Iris Ramos
Vice-Chairperson Jacob McElroy
Board Member Terri Burney-Bisett
Board Member Dorothy Tasian
Alt. Member Cheryl Mills

ABSENT

Board Member Nanci Coddington
Council Liaison Brent H. Pulley

PUBLIC COMMENTS

No Public Comments were offered.

CONSENT CALENDAR

1. **Approval of Regular Tree Board Meeting Minutes From September 11, 2023.**

Item was tabled until minutes roll call can be synchronized with the meeting video.

REPORTS FROM OFFICERS AND COUNCIL LIAISONS

Report by Tree Board Liaison. –

Via email, Board was asked to provide information regarding street closure request and any other needs, to be approved by Council.

Report by City Manager. – No report was provided.

REPORT OF SPECIAL (Select or Ad Hoc) Committees - None

SPECIAL ORDERS - None

UNFINISHED BUSINESS AND GENERAL ORDERS

2. **Discuss and Take Possible Action on Preliminary Reports From Board Members Regarding Arbor Day Celebration on November 4, 2023.**

No action was taken on this item.

NEW BUSINESS

3. **Discuss and Take Possible Action on the Requisition of Monies From Tree Fund To Purchase Trees For Public Parks.**

Chair Ramos made a motion to request \$1,000 from Tree Fund to purchase and install a desert tree at Triangle Park for Arbor Day Event. Motion was seconded by Member Burney-Bisett.

A roll call vote was held.

Voting Yea:

Chair Ramos, Vice-Chair McElroy, Member Burney-Bisett

Motion Passed: 3-0-0

4. **Discuss and Take Possible Action Regarding Potential Grant Opportunities with the Texas Forestry Service.**

Chair Ramos made a motion that Council explore grant opportunities to fund tree replacement in the City of Woodcreek's public parks and rights-of-way. Motion was seconded by Vice-Chair McElroy.

A roll call vote was held.

Voting Yea:

Chair Ramos, Vice-Chair McElroy, Member Burney-Bisett

Motion Passed: 3-0-0

5. **Discuss and Take Possible Action Regarding Live Oak Tree Damaged at 50 Brookmeadow Drive by Alpha Paving on September 29, 2023.**

Member Burney-Bisett made a motion to request that the tree destroyed by Alpha Paving on 50 Brookmeadow Drive be appraised for value and installation by a Certified Arborist and that funds be allocated to tree planting Fund for replacement for future purchases in parks. Motion was seconded by Vice-Chair McElroy.

A roll call vote was held.

Voting Yea:

Chair Ramos, Vice-Chair McElroy, Member Burney-Bisett

Motion Passed: 3-0-0

- 6. **Discuss and Take Possible Action to Schedule A Special Tree Board Meeting Prior to the Arbor Day Celebration, In Addition To Canceling the Regular Tree Board Meeting on November 13, 2023.**

No action was taken on this item.

ANNOUNCEMENTS

Next Meeting Date: October 30, 2023

Please bring your own copy of the agenda and other documents, as needed.

ADJOURN

Chair Ramos Adjourned the Meeting at 6:37PM

Iris Ramos, Chairperson

Suzanne MacKenzie, City Secretary

DRAFT