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## MEETING NOTICE

The City Council of the City of Woodcreek, Texas will conduct a meeting at Camp Young Judaea, 121 Camp Young Judaea Dr., Woodcreek, TX 78676. The meeting will be held on Wednesday, September 27, 2023 at 3:00 PM.

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

<https://zoom.us/j/99338482928?pwd=L1MvN0dVV2RqUXNGaHpZnzhCVlFIdz09>

Meeting ID: 993 3848 2928; Passcode: 658149

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

## MOMENT OF SILENCE

## PLEDGES

## ROLL CALL and ESTABLISH QUORUM

## PUBLIC COMMENTS

## CONSENT CALENDAR

- [1.](#) Approval of Board of Adjustments Meeting Minutes From September 13, 2023.
- [2.](#) Approval of Regular City Council Meeting Minutes From September 13, 2023.
- [3.](#) Approval of A Special Event Permit for Tree Board's Arbor Day Event at the Triangle in November 2023.

## REPORTS FROM OFFICERS AND COUNCIL LIAISONS

Report by Planning and Zoning Committee Liaison.

Report by Ordinance Review Committee Liaison.

Report by Parks and Recreation Board Liaison.

Report by Platinum Roads Panel Liaison.

Report by Tree Board Liaison.

Report by Mayor.

Report by City Manager.

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

## SPECIAL ORDERS – None

## UNFINISHED BUSINESS AND GENERAL ORDERS

- [4.](#) Report on Neighbor to Neighbor Program Progress (Hambrick)
- [5.](#) Discuss and Take Possible Action on Applying for the LCRA Grant, Due in January 2024, For the Installation of A Rainwater Harvesting System for City Hall. (*Grummert*)

## NEW BUSINESS

6. Discuss and Take Possible Action Concerning Engineering Review/Judgment Regarding Initial Five Speed Cushions. (*Pulley*)
7. Discuss and Take Possible Action On Waiving Variance Fee of \$514.75 for Todd MacKenzie's Approved Application For A Variance Regarding Fence Height By the Board of Adjustment. (*Grummert*)
8. Discuss and Take Possible Action On Requesting the Planning and Zoning Commission To Review and Make Recommendation On the City of Woodcreek's Chapter 156.057 Fences, Considering Increasing Side and Back Fence Height Limits to Eight(8) Feet. (*Grummert*)
9. Discuss and Take Possible Action to Move the Street Designation Sign for Brookmeadow To the Stop Sign At Brookmeadow and RR12 From the Current Location. (*Hines*)
10. Report On Drought Response Flier. (*Hines*)
11. Executive Session Under Texas Government Code, Section 551.071 - Consultation with City Attorney regarding Short-Term Rentals within the City of Woodcreek Code of Ordinances.
12. Discuss and Take Possible Action on Item Discussed Within Executive Session Under Texas Government Code, Section 551.071 - Consultation with City Attorney regarding Short-Term Rentals within the City of Woodcreek Code of Ordinances.

## ANNOUNCEMENTS

### ADJOURN

## POSTING CERTIFICATION

I certify that the above notice was posted on the **22nd day of September, 2023 at 5:00PM**

By: 

**Suzanne J. MacKenzie, City Secretary**

**BOARD OF ADJUSTMENT MEETING (CYJ)**  
**September 13, 2023; 6:00 PM**  
**Woodcreek, Texas**

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**MINUTES**

**CALL TO ORDER**

Meeting was Called to Order by Mayor Jeff Rasco at 6:00P.

**PLEDGES**

**ROLL CALL and ESTABLISH QUORUM**

PRESENT

Mayor Jeff Rasco  
Councilmember Linnea R. Bailey  
Councilmember Chrys Grummert  
Councilmember Bob Hambrick  
Councilmember Debra Hines

ABSENT

Mayor Pro Tem Brent H. Pulley

STAFF PRESENT

City Manager, Kevin Rule  
City Secretary, Suzanne Mac Kenzie  
Interim City Attorney, Roger Gordon

**NEW BUSINESS**

1. The City of Woodcreek has received an application from Mr. Todd A. Mackenzie of 24 Canyon Creek Drive, Woodcreek, Texas 78676 requesting a variance to City of Woodcreek, Ordinance §156.057 that states: "(A) No wall, fence, planter or hedge in excess of two feet high shall be erected or maintained nearer to the front lot line than the front building setback line, nor on corner lots nearer to the street side lot line than the building setback line parallel to the side street. No rear fence, wall or hedge and no side fence, wall or hedge located between the side building line and the interior lot line (or located on the interior lot line) shall be more than six feet high. For multifamily districts (MF-1 and MF-2) adjacent and contiguous to single-family districts (SF-1 through SF-6), perimeter fences along shared district boundaries may not exceed eight feet height from grade." The variance is to request a fence that will be eight feet high.



**a. Staff Briefing.**

City Manager Rule read the third paragraph in the Staff Memorandum:

*Before voting on whether or not to grant the Variance Request, The Board of Adjustments must hold a public hearing. The Public hearing was published at least 15 days prior to September 13<sup>th</sup> and letters were mailed to property owners within 200 feet of the property 10 days prior to September 13<sup>th</sup>. At this time, Staff has not received any objection to the request.*

City Manager Rule stated that the City had not received any objections and made the recommendation that the Board of Adjustments approve the Variance.

**b. Presentation by Applicant.****c. Public Hearing: All persons wishing to speak for or against, shall be heard.**

*Public Hearing Opened at 6:04P*

One Public Comment received by Staff via email, was read into record by Mayor Jeff Rasco.

No additional Comments were offered.

*Public Hearing Closed at 6:05P*

**d. Deliberation and Action.**

Motion was made by Council Member Hambrick to accept the Variance for the property at 24 Canyon Creek Drive and that they would be allowed to have an 8 foot privacy fence. Motion was seconded by Council Member Grummert.

A roll call vote was held.

Voting Yea: Council Member Bailey, Council Member Grummert, Council Member Hambrick, Council Member Hines, Mayor Jeff Rasco

Motion Passed: 5-0-0

**ADJOURN**

Meeting was Adjourned by Mayor Jeff Rasco at 6:09P.

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**Jef Rasco, Mayor**

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**Suzanne Mac Kenzie, City Secretary**

**CITY COUNCIL MEETING (CYJ)**  
**September 13, 2023; 6:30 PM**  
**Woodcreek, Texas**

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**MINUTES**

**CALL TO ORDER**

Meeting was Called to Order by Mayor Jeff Rasco at 6:30P.

**MOMENT OF SILENCE**

**PLEDGES**

**ROLL CALL and ESTABLISH QUORUM**

PRESENT

Mayor Jeff Rasco  
Mayor Pro Tem Brent H. Pulley  
Councilmember Linnea R. Bailey  
Councilmember Chrys Grummert  
Councilmember Bob Hambrick  
Councilmember Debra Hines

STAFF PRESENT

City Manager, Kevin Rule  
City Secretary, Suzanne Mac Kenzie  
Interim City Attorney, Roger Gordon

**PUBLIC COMMENTS**

Four(4) Public Comments will be offered at Item #25.

Mayor Rasco announced that Items 10 and 11 would be moved up in the agenda, before the Consent Calendar, then Items 24 and 25 would be addressed.

10. **Proclamation by the City of Woodcreek, Texas to Declare the Week of September 17 through September 23, As "Constitution Week".** (Rasco)

Proclamation was read into record by Mayor Jeff Rasco.

11. **Proclamation by the City of Woodcreek, Texas to Declare September 2023, Hispanic Heritage Month.** (Hambrick)

Proclamation was read into record by Council Member Bob Hambrick.

24. **Discuss and Take Possible Action to Authorize the City Manager to Award a Traffic Calming Study from Current Fund Balance, As Soon As Possible. (Bailey)**

**\*\* Motion and Discussion occurred from 6:41P – 7:33P.**

Motion was made by Council Member Bailey to authorize the City Manager to award a Traffic Study from Current Fund Balance, as soon as possible. Motion was seconded by Council Member Hambrick.

An amended motion was made by Mayor Pro Tem Pulley that the City request an Engineering Judgement, as provided for in TMUTCD [Texas Manual on Uniform Traffic Control Devices] §1A.09 and §1A.13 (64) on the final placement of the first five speed cushions outlined in the speed cushion proposal [One on Augusta Drive, Two on Brookhollow Drive, 2 on Woodcreek Drive], item 25, page 121. This stage will be complete in 60 days. Motion was seconded by Council Member Grummert.

A second amended motion was made by Council Member Grummert to add a dollar limit, not to exceed \$5,000 [for the engineering judgement].

Council Member Grummert withdrew his motion at 7:03P.

A new second amended motion was made by Council Member Grummert to have the engineering judgement not to exceed \$10,000. Motion was seconded by Council Member Hines.

A roll call vote was held on the second amended motion.

Voting Yea: Council Member Hines, Mayor Pro Tem Pulley, Council Member Bailey, Council Member Grummert, Council Member Hambrick

Motion Passed: 5-0-0.

A roll call vote was held on the first amended motion.

Voting Yea: Council Member Hambrick, Council Member Hines, Mayor Pro Tem Pulley, Council Member Bailey, Council Member Grummert

Motion Passed: 5-0-0.

Mayor Rasco called for a vote on the main motion.

Council Member Hines offered an amended motion to narrow down, beyond a Traffic Calming Study, to focus on what is highlighted in Stage 2 in particular, as proposed by Mayor Pro Tem Pulley here in your packet. [Council Member Hines went on to read portions of the Stage 2 proposal]

Interim City Attorney Gordon stated that this amendment would be a separate motion, as the language [describing the title of the work] was changed.

A roll call vote was held on the main motion.

Voting Yea: Council Member Grummert, Council Member Hambrick , Council Member Hines, Mayor Pro Tem Pulley, Council Member Bailey

Motion Passed: 5-0-0.

Motion was made by Council Member Hines that when we go to our Engineers, the focus be this Traffic Study and Report Scope Request that we talked about and to address Council Member Bailey's concern, one of the items that we are requesting them to look at is judgement of viability of placement of yellow and blue phases, meaning they look at that map for the proposal and they check out the viability of those, help us make up priorities about which ones would be best, which ones wouldn't and then provide that Engineering Judgement for final placement for any of the cushions that we wish to proceed with. Motion was not seconded.

City Manager Rule introduced the City Engineer, who attended the meeting of his own accord.

Council Member Hines withdrew her motion at 7:32P.

**25. Discuss and Take Possible Action on Authorizing the Purchase and Installation of Traffic Calming Devices in the City of Woodcreek. (Hines)**

**\*\* Public Comments, Motion and Discussion occurred from 7:33P – 7:46P.**

Public Comment was offered by Aurora LeBrun, who received yielded time from Judy Brizendine and Jamie Bonniwell. Gloria Whitehead also signed up for Public Comments but did not speak.

Council Member Hines made a motion that in light of the discussion this evening, we send the Item 25 packet, in addition to the Traffic Calming Study and Report Scope Request [submitted by Mayor Pro Tem Pulley] described this evening to K.Friese to reference during the Traffic Calming Study they do. Motion was seconded by Mayor Pro Tem Pulley.

Mayor Pro Tem Pulley made a friendly amendment to include the additional wording of "judgement" in the motion. Council Member Hines accepted the friendly amendment.

A roll call vote was held.

Voting Yea: Council Member Grummert, Council Member Hambrick , Council Member Hines, Mayor Pro Tem Pulley, Council Member Bailey

Motion Passed: 5-0-0.

Mayor Jeff Rasco moved Items 7, 8 and 9 out of the Consent Agenda for discussion.

7. **Discuss and Take Possible Action to Consider the Approval of A Special Event Permit for the Community Garden’s “October Fall Garden Fest” on October 14th from 6:30PM to 9:30PM, and the Waiving of the Permit Fees. (Hines)**

Motion was made by Council Member Hines that Council approve the events requested the Community Garden Organizers and waive all permit fees. Motion was seconded by Council Member Grummert.

A roll call vote was held.

Voting Yea: Council Member Bailey, Council Member Grummert, Council Member Hambrick , Council Member Hines, Mayor Pro Tem Pulley

Motion Passed: 5-0-0.

8. **Discuss and Take Possible Action to Consider the Approval of A Special Event Permit for the Community Garden’s “November Wildflower Stomp” on November 11th from 9:00AM to 10:00AM, and the Waiving of the Permit Fees. (Hines)**

Item was approved as one motion, after being combined after introduction.

9. **Discuss and Take Possible Action to Consider the Approval of A Special Event Permit for the Community Garden’s “Holidays in the Garden” on December 10th from 3:00PM to 5:00PM , and the Waiving of the Permit Fees. (Hines)**

Item was approved as one motion, after being combined after introduction.

12. **Attorney Presentation to Woodcreek City Council -Denton Navarro Rocha Bernal & Zech.**

Presentation and Q&A from 7:53P – 8:03P.

13. **Attorney Presentation to Woodcreek City Council - DTR&G Mr. Austin Beck.**

Presentation and Q&A from 8:03P – 8:15P.

14. **Executive Session to Discuss Selection of A Legal Firm to Represent the City of Woodcreek. (Rule)**

Item was moved up in agenda discussion, before the Consent Calendar.

Executive Session was Called/ Opened at 8:15P.

Executive Session was Closed at 8:45P.

No action was taken during Executive Session.

**15. Discuss and Take Possible Action to Select A Legal Firm to Represent the City of Woodcreek.**

Motion was made by Council Member Hines that City Staff enter into contract negotiations with Denton Navarro [Rocha Bernal & Zech]. Motion was seconded by Council Member Grummert.

A roll call vote was held.

Voting Yea: Council Member Hines, Mayor Pro Tem Pulley, Council Member Bailey, Council Member Grummert, Council Member Hambrick

Motion Passed: 5-0-0.

**8:50P** Council Member Grummert requested to postpone Item #26.

## CONSENT CALENDAR

**1. Approval of Financial Statements for July 2022. (Rule)**

Motion was made by Council Member Hines to approve Items 1 through 6 on the Consent Agenda, with minor edits submitted via email on Item 3. Motion was seconded by Council Member Grummert.

A roll call vote was held.

Voting Yea: Mayor Pro Tem Pulley, Council Member Bailey, Council Member Grummert, Council Member Hambrick, Council Member Hines

Motion Passed: 5-0-0.

**2. Approval of City Council Budget Workshop Minutes From August 9, 2023.**

Item was approved as one motion, after being combined after introduction.

**3. Approval of Regular City Council Meeting Minutes From August 9, 2023.**

Item was approved as one motion, after being combined after introduction.

**4. Approval of Regular City Council Meeting Minutes From August 23, 2023.**

Item was approved as one motion, after being combined after introduction.

**5. Approval of Special Event Application For the Annual "Ride to End ELZ". (Rule)**

Item was approved as one motion, after being combined after introduction.

**6. Discuss and Take Possible Action on A Petition to Release Certain Properties from the City of Woodcreek's Extraterritorial Jurisdiction, and Related Matters: Applicant: Purple Crown Investments, L.L.C. (Rule)**

Item was approved as one motion, after being combined after introduction.

**7. Discuss and Take Possible Action to Consider the Approval of A Special Event Permit for the Community Garden's "October Fall Garden Fest" on October 14th from 6:30PM to 9:30PM, and the Waiving of the Permit Fees. (Hines)**

Item was pulled out of Consent Calendar, and moved up in agenda discussion.

8. **Discuss and Take Possible Action to Consider the Approval of A Special Event Permit for the Community Garden’s “November Wildflower Stomp” on November 11th from 9:00AM to 10:00AM, and the Waiving of the Permit Fees.** *(Hines)*

Item was pulled out of Consent Calendar, and moved up in agenda discussion.

9. **Discuss and Take Possible Action to Consider the Approval of A Special Event Permit for the Community Garden’s “Holidays in the Garden” on December 10th from 3:00PM to 5:00PM , and the Waiving of the Permit Fees.** *(Hines)*

Item was pulled out of Consent Calendar, and moved up in agenda discussion.

## REPORTS FROM OFFICERS AND COUNCIL LIAISONS

*Report by Mayor.*

*Report by City Manager.*

Thank you to CYJ for Fun Day. Roads Project Paving Calendar has been received and is being reviewed.

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

**SPECIAL ORDERS** - None

**UNFINISHED BUSINESS AND GENERAL ORDERS** - None

## NEW BUSINESS

10. **Proclamation by the City of Woodcreek, Texas to Declare the Week of September 17 through September 23, As "Constitution Week".** *(Rasco)*

Item was moved up in agenda discussion, before the Consent Calendar.

11. **Proclamation by the City of Woodcreek, Texas to Declare September 2023, Hispanic Heritage Month.** *(Hambrick)*

Item was moved up in agenda discussion, before the Consent Calendar.

12. **Attorney Presentation to Woodcreek City Council -Denton Navarro Rocha Bernal & Zech.**

Item was moved up in agenda discussion, before the Consent Calendar.

13. **Attorney Presentation to Woodcreek City Council - DTR&G Mr. Austin Beck.**

Item was moved up in agenda discussion, before the Consent Calendar.

14. **Executive Session to Discuss Selection of A Legal Firm to Represent the City of Woodcreek.** *(Rule)*

Item was moved up in agenda discussion, before the Consent Calendar.

15. **Discuss and Take Possible Action to Select A Legal Firm to Represent the City of Woodcreek.**

Item was moved up in agenda discussion, before the Consent Calendar.

16. **Public Hearing on the Proposed Budget For Fiscal Year 2023-2024. (Rule)**

Public Hearing Opened at 9:04P.

Public Hearing Closed at 9:05P.

17. **Discuss and Take Appropriate Action on An Ordinance 2023-09-13-01, of the City of Woodcreek, Texas Adopting the Fiscal Year 2023-2024 Budget Beginning October 1, 2023, and Ending September 30, 2024, in Accordance with Texas Local Government Code Chapter 102; Providing for the Filing of the Budget; Providing That This Ordinance Shall Be Cumulative of All Ordinances; Providing a Severability Clause; and Providing an Effective Date. (Rule)**

Motion was made by Council Member Hines to approve Ordinance 2023-09-13, approving the budget for Fiscal Year 2023-2024. Motion was seconded by Council Member Hambrick.

Motion was made by Council Member Grummert to amend the 2023-2024 proposed budget as follows and reduce the M&O Rate accordingly: [all totals are reduced]

City Hall Maintenance becomes \$4000;

Cleaning [at City Hall] becomes \$1,800;

Office Supplies becomes \$5,000;

Office Equipment [for City Hall] becomes \$0.00

Printing becomes \$4,000;

Advertising becomes \$1,000; and

Inspections becomes \$7,000.

A roll call vote was held on the amended motion.

Voting Yea: Council Member Grummert, Council Member Hines

Voting Nay: Council Member Hambrick, Mayor Pro Tem Pulley, Council Member Bailey

Motion Failed: 2-3-0.

A roll call vote was held on the main motion.

Voting Yea: Council Member Bailey, Council Member Hambrick, Council Member Hines, Mayor Pro Tem Pulley

Voting Nay: Council Member Grummert

Motion Passed: 4-1-0.



18. **Discuss and Take Appropriate Action on A Resolution 2023-09-13-01, Ratifying the Recently Adopted Budget That Raises More Revenue from Property Taxes Than Last Year's Budget by an Amount of \$126,866, Which Is a 21.7% Increase From Last Year's Budget. The Property Tax Revenue to be Raised From New Property Added to the Tax Roll This Year is \$1,088. (Rule)**

Motion was made by Council Member Hines to approve this Resolution. Motion was seconded by Council Member Bailey.

City Manager Rule stated that the language for the motion had to follow the recommendation on page 92 of the packet.

Motion was made by Council Member Hines to adopt the resolution ratifying the recently adopted budget that raises more revenue from property taxes than last year's budget by an amount of \$126,866, which is a 21.7% increase from last year's budget. The property tax revenue to be raised from new property added to the Tax Roll this year is \$1,088. Motion was seconded by Council Member Bailey.

A roll call vote was held.

Voting Yea: Council Member Hambrick, Council Member Hines, Mayor Pro Tem Pulley, Council Member Bailey

Voting Nay: Council Member Grummert

Motion Passed: 4-1-0.

19. **Public Hearing on the Proposed Tax Rate For Fiscal Year 2023-2024. (Rule)**

Public Hearing Opened at 9:21P.

Public Hearing Closed at 9:21P.

20. **Discuss and Take Possible Action on An Ordinance 2023-09-13-02, Of The City Of Woodcreek, Texas Approving The Certified Appraisal Roll; Setting The Tax Rate; Levying And Assessing Ad Valorem Taxes For The Use And Support Of The Municipal Government Of The City Of Woodcreek, Texas For Fiscal Year 2023-2024; Apportioning The Levies For Specific Purposes; Providing A Severability Clause; And Providing An Effective Date. (Rule)**

Motion was made by Council Member Hines that the property tax rate be increased by the adoption of a tax rate of .2000, which is effectively a 21.7 percent increase in the tax rate. Motion was seconded by Council Member Hambrick.

A roll call vote was held.

Voting Yea: Mayor Pro Tem Pulley, Council Member Bailey, Council Member Hambrick, Council Member Hines

Voting Nay: Council Member Grummert

Motion Passed: 4-1-0.

Motion was made by Council Member Hines to approve the maintenance and operations rate of .1023 for FY 2023-2024. Motion was seconded by Council Member Bailey.

A roll call vote was held.

Voting Yea: Council Member Bailey, Council Member Hambrick, Council Member Hines, Mayor Pro Tem Pulley

Voting Nay: Council Member Grummert

Motion Passed: 4-1-0.

Motion was made by Council Member Hines to approve the debt service rate of .0977 for FY 2023-2024. Motion was seconded by Council Member Hambrick.

A roll call vote was held.

Voting Yea: Council Member Grummert, Council Member Hambrick, Council Member Hines, Mayor Pro Tem Pulley, Council Member Bailey

Motion Passed: 5-0-0.

21. **Discuss and Take Possible Action on the Woodcreek Residential Street Mill and Overlay Construction (a.k.a. 2023 Woodcreek Roads Project) Phase Services for the City of Woodcreek, Work Authorization #5 For Time and Material, Not to Exceed \$48,865.46. (Rule)**

Motion was made by Council Member Hines that we approve the phase document. Motion was seconded by Council Member Grummert.

A roll call vote was held.

Voting Yea: Council Member Hambrick, Council Member Hines, Mayor Pro Tem Pulley, Council Member Bailey, Council Member Grummert

Motion Passed: 5-0-0.

- 8:26P** Council Member Hambrick asked that in the interest of time to remove Item 23 from the agenda and move it to the September 27<sup>th</sup> Council Meeting.

22. **Discuss and Take Possible Action Regarding City Manager and Staff Participation at City Board and Committee Meetings, et al. (Pulley)**

Motion was made Mayor Pro Tem Pulley to revise the level of participation of the City Manager and/or City Staff in all City Committee and/or Board Meetings to (1) when they are specifically requested to attend, or (2) when they choose to attend, with the exception of P&Z Meetings. Motion was seconded by Council Member Hambrick.

An amended motion was made by Council Member Grummert to make the motion into a resolution. Motion was seconded by Mayor Pro Tem Brent Pulley.

A roll call vote was held on the amended motion.

Voting Yea: Council Member Hines, Mayor Pro Tem Pulley, Council Member Bailey, Council Member Grummert, Council Member Hambrick

Motion Passed: 5-0-0.

A roll call vote was held on the main motion.

Voting Yea: Council Member Hines, Mayor Pro Tem Pulley, Council Member Bailey, Council Member Grummert, Council Member Hambrick

Motion Passed: 5-0-0.

23. **Report on Neighbor-to-Neighbor Program Progress.** (Hambrick)

Per a request at 8:26P, Council Member Hambrick requested that this item appear on the September 27<sup>th</sup> Council Meeting.

24. **Discuss and Take Possible Action to Authorize the City Manager to Award a Traffic Calming Study from Current Fund Balance, As Soon As Possible.** (Bailey)

Item was moved up in agenda discussion, before the Consent Calendar.

25. **Discuss and Take Possible Action on Authorizing the Purchase and Installation of Traffic Calming Devices in the City of Woodcreek.** (Hines)

Item was moved up in agenda discussion, before the Consent Calendar.

26. **Discuss and Take Possible Action on Applying for the LCRA Grant, Due in January 2024, For the Installation of A Rainwater Harvesting System for City Hall.** (Grummert)

Item was removed from consideration by Council Member Grummert before discussion of the Consent Calendar.

27. **Discuss and Take Possible Action on Applying For the Quadratic Cares Grant due October 30, 2023.** (Grummert)

Motion was made by Council Member Grummert that we assign the creation of a project of the writing of an essay for applying for the Quadratic Cares Grant before the October 30, 2023 deadline. Motion was seconded by Council Member Hines.

A roll call vote was held.

Voting Yea: Council Member Bailey, Council Member Grummert, Council Member Hambrick, Council Member Hines, Mayor Pro Tem Pulley

Motion Passed: 5-0-0.

**ANNOUNCEMENTS** – None

**ADJOURN**

Meeting was Adjourned by Mayor Jeff Rasco at 9:36P.

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**Jeff Rasco, Mayor**

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**Suzanne Mac Kenzie, City Secretary**

DRAFT



Item 3.



### City of Woodcreek

41 Champions Circle • Woodcreek, Texas 78676 • Office: (512) 847-9390 • Fax: (512) 847-6661  
Email: woodcreek@woodcreektx.gov • Website: woodcreektx.gov

### Application for Special Event Permit

TERRI  
BURNEY-  
BISETT

Applicant(s) TREE BOARD - IRIS RAMOS, CHAIR

Address 41 CHAMPION CIR

Home Phone SAME Cell Phone [REDACTED]

Work Phone SAME

Email address [REDACTED]

Event Location TRIANGLE PARK

Event Name/Description ARBOR DAY CELEBRATION, NOV 4

- Event Type:
- Private Group
  - Public Event
  - Alcohol Will Be Available at this Event
  - Music/Entertainment will be amplified at this Event
  - Security/Traffic Enforcement will be provided at this Event
- 10a - 2pm

\*\*\*\* If any of the above categories are checked please attach additional information \*\*\*\*

Estimated Number of Attendees/Guests 100

Estimated Number of Contractors/Staff 6

Event Date & Starting/Ending Time 10AM - 2PM ; NOV 4, 2023

Estimated Number/Type of Vehicles expected for the event, including suppliers:

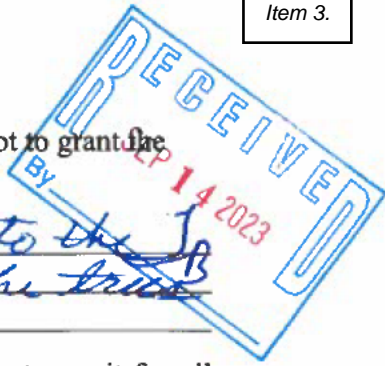
25 Automobiles

     Buses

     Box trucks (2 axles)

     Semi-trucks

4 Other (please identify) GOLF CARTS  
at least 1 possible more



Any other information city council may find beneficial in deciding whether or not to grant the special event permit (attach additional documentation if necessary):

*Event is to provide info & materials to the citizens of Woodcreek about the trees in our city*

§156.082 of the City of Woodcreek Code of Ordinances requires a special event permit for all events which are outside of normal and customary activities associated with the applicable zoning district. Such activities must also comply with all other city ordinances and be harmonious with the zoning district in which it is to take place.

An application for a special event permit shall be made in writing. Application will be approved or denied within 30 days from date all necessary information is received. Unless specifically approved by the City Council all special event permit applications are DENIED.

Music and entertainment shall not be played outdoors after 10 PM or before 12 PM (noon).

Groups that anticipate Special Events of larger than 200 people may be required by City Council to have the following for the issuance of the permit and shall be noted below in conditions of permit:

- EMS personnel on hand per every 200 people in attendance.
- A designated first aid/EMS station for events over 300 people
- Law enforcement/security personnel equal to 1 law enforcement/security personnel for every 100 people in attendance if alcohol is served.
- Additional fees for city services may be required as indicated by permit

**Application Fee:**  
A non-refundable application fee of \$100 must accompany the submission of this form.

Completed application can be emailed to [woodcreek@woodcreektx.gov](mailto:woodcreek@woodcreektx.gov).

**For City use only:**

Date application, required information and fee received: 09/14/23

Applicable Zoning Category/Use: \_\_\_\_\_

**City Council Vote:** Approved or Denied (circle one)      Date: \_\_\_\_\_

Date permit issued to property owner: \_\_\_\_\_ Permit # \_\_\_\_\_

Date applicant notified of denial: \_\_\_\_\_

Reason for denial: \_\_\_\_\_

## Council Meeting Agenda Item Cover Sheet

**AGENDA ITEM SUBJECT/ TITLE:**

Report on Neighbor to Neighbor Program Progress

**AGENDA ITEM SUMMARY:**

Update on Neighbor to Neighbor Program

**RECOMMENDATION:**

None

**FINANCIAL IMPACT:**

N/A

**SUBMITTED BY:**

Bob Hambrick

**SUGGESTED AGENDA TYPE:**

Report From City Body Liaison or Staff

**COMPLETION DATE:**

8/30/2023 9:37:08 AM

## Council Meeting Agenda Item Cover Sheet

**AGENDA ITEM SUBJECT/ TITLE:**

Discuss and Take Appropriate Action on Applying for the LCRA Grant in January 2024 for a Rainwater Harvesting System for City Hall

**AGENDA ITEM SUMMARY:**

Prepare for the January 2024 deadline to apply for the LCRA Grant to install a rainwater harvesting system for City Hall. This will help facilitate water conservation efforts in the city, and create the opportunity for education events around the use of rainwater harvesting. This would be a grant that the city applies for directly, rather than using GrantWorks.

**RECOMMENDATION:**

Approve moving forward with creating a project plan for a rainwater harvesting system for City Hall property.

**FINANCIAL IMPACT:**

20% city match for the project

**SUBMITTED BY:**

Chrys Grummert

**SUGGESTED AGENDA TYPE:**

New Business

**COMPLETION DATE:**

9/1/2023 10:35:39 AM



# Community Development Partnership Program

---

LCRA supports local communities in its service area through grants of up to \$50,000 through the Community Development Partnership Program (CDPP). [Learn more.](#)

**The next cycle for new applications is January 1-31, 2024.**

[View a previously submitted CDPP grant application.](#)

1,967 grants and counting

CDPP has invested more than \$285 million in local communities

READ MORE

## Contacts

Sheila Slagel, grants program manager

800-776-5272, ext. 3140

Liz Mundine, grants program administrator

800-776-5272, ext. 1627

[grants@lcra.org](mailto:grants@lcra.org)

## About the program

CDPP grants help local governments, emergency responders and tax-exempt nonprofit organizations fund capital improvement projects that might otherwise not be possible. Grant-funded projects must have physical addresses located within LCRA's wholesale electric or water service area, or areas in which LCRA Transmission Services Corporation provides transmission services. [View a map of LCRA's service areas.](#)

Organizations in all or part of the following counties are eligible for CDPP grants: Aransas, Austin, Band Item 5. Bastrop, Blanco, Brown, Burleson, Burnet, Caldwell, Callahan, Cameron, Coke, Coleman, Colorado, Comal, Concho, Coryell, Crane, Crockett, Culberson, DeWitt, Dimmit, Eastland, Ector, Edwards, Fayette, Gillespie, Goliad, Gonzales, Guadalupe, Hamilton, Harris, Hays, Hidalgo, Karnes, Kendall, Kerr, Kimble, Kinney, Lampasas, Lavaca, Lee, Llano, Mason, Matagorda, Maverick, McCulloch, Medina, Menard, Midland, Mills, Nolan, Nueces, Pecos, Real, San Patricio, San Saba, Schleicher, Starr, Sterling, Sutton, Taylor, Terrell, Tom Green, Travis, Upton, Uvalde, Val Verde, Waller, Washington, Wharton, Williamson and Zavala.

CDPP grants are awarded twice a year for capital projects for volunteer fire departments, emergency responders, cities and counties, schools, libraries, civic groups, museums and other tax-exempt nonprofit organizations. The projects must benefit or be available to an entire community and must improve the value of a capital asset by building, renovating or purchasing equipment.

Examples of recent awards include funding for emergency equipment for first responders; improvements to fire stations, parks, libraries and community centers; energy-efficient lighting and electrical upgrades for museums and community sports fields; air conditioning units for convention centers; rainwater catchment systems; and roof repairs and handicapped-accessible ramps for local museums and community halls.

Social service projects and limited-use facilities such as food pantries, transitional housing and substance abuse facilities are not eligible for CDPP funding. CDPP grants may not be used for planning or consultants, or training, workshops or seminars (with the exception of public firefighting organizations, including volunteer fire departments). Other ineligible projects include those that already are completed; in fundraising mode; religious sanctuaries or church-sponsored facilities that can be used only by members; land acquisition; debt-reduction campaigns; capital campaigns; program operating costs; administrative and/or indirect costs, such as personnel and overhead expenses, as well as grant writing and/or consulting fees; computer and/or video equipment or software; furniture; appliances; office equipment; or batteries.

Online grant applications are available in January and July.

Applicants requesting more than \$5,000 in grant funding must supply matching funds of at least 20 percent of the total project cost. Grants larger than \$25,000 are intended for particularly impressive and noteworthy projects with a far-reaching impact on a broad community. The larger grant category is extremely competitive, as funding in the \$25,000+ category is limited to 30 percent of the grants awarded. There is a minimum request of \$1,000.

The CDPP program places emphasis on projects for volunteer fire departments and those that address needs caused by wildfires or drought conditions, or include water conservation, energy efficiency or educational components.

**Motion Item #24  
9-13-23**

**I move that the City obtain Engineering Judgement (as provided for in TMUTCD §1A.09 and as defined by §1A.13 [64]) on the final placement of the first 5 speed cushions outlined in the speed cushion proposal (item 25 pg. 121). This stage shall be completed within 60 days.**

**AMENDED – Cost not to exceed \$10,000.00**

**PASSED 5 -0**



**BOARD OF ADJUSTMENT MEETING  
(CYJ)  
September 13, 2023; 6:00 PM  
Woodcreek, Texas**

## MEETING NOTICE

The Board of Adjustment of the City of Woodcreek, Texas will conduct a meeting at Camp Young Judaea, 121 Camp Young Judaea Dr., Woodcreek, TX 78676. The meeting will be held on Wednesday, September 13, 2023 at 6:00 PM.

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

<https://zoom.us/j/98048701226?pwd=UHNTY1NMdnBjR2FjTXUyNlc1dXU1QT09>

Meeting ID: 980 4870 1226; Passcode: 966543

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.

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## AGENDA

### CALL TO ORDER

### PLEDGES

### ROLL CALL and ESTABLISH QUORUM

### NEW BUSINESS

1. The City of Woodcreek has received an application from Mr. Todd A. Mackenzie of 24 Canyon Creek Drive, Woodcreek, Texas 78676 requesting a variance to City of Woodcreek, Ordinance §156.057 that states: "(A) No wall, fence, planter or hedge in excess of two feet high shall be erected or maintained nearer to the front lot line than the front building setback line, nor on corner lots nearer to the street side lot line than the building setback line parallel to the side street. No rear fence, wall or hedge and no side fence, wall or hedge located between the side building line and the interior lot line (or located on the interior lot line) shall be more than six feet high. For multifamily districts (MF-1 and MF-2) adjacent and contiguous to single-family districts (SF-1 through SF-6), perimeter fences along shared district boundaries may not exceed eight feet height from grade." The variance is to request a fence that will be eight feet high.
  - a. Staff Briefing
  - b. Presentation by Applicant
  - c. Public Hearing: All persons wishing to speak for or against, shall be heard.
  - d. Deliberation and Action.

### ADJOURN

### POSTING CERTIFICATION

I certify that the above notice was posted on the **8th day of September 2023 at 5:00 PM**

By: 

**Suzanne J. MacKenzie, City Secretary**



## Memorandum

---

**To:** Board of Adjustments  
**From:** Kevin Rule, City Manager  
**Date:** September 13, 2023  
**Subject:** Variance Request: 24 Canyon Creek Drive

---

Attached for your consideration is an application for a variance to Code of Ordinances § 156.057 which states (A) No wall, fence, planter or hedge in excess of two feet high shall be erected or maintained nearer to the front lot line than the front building setback line, nor on corner lots nearer to the street side lot line than the building setback line parallel to the side street. No rear fence, wall or hedge and no side fence, wall or hedge located between the side building line and the interior lot line (or located on the interior lot line) shall be more than six feet high. For multifamily districts (MF-1 and MF-2) adjacent and contiguous to single-family districts (SF-1 through SF-6), perimeter fences along shared district boundaries may not exceed eight feet height from grade.

Todd Mackenzie resides at 24 Canyon Creek Drive, Woodcreek, Texas and is requesting a Variance to build an eight (8) foot privacy fence. A new home is currently being built next door at 22 Canyon Creek Drive. The new home creates privacy issues due to the foundation height of the new home.

Before voting on whether or not to grant the Variance Request, The Board of Adjustments must hold a public hearing. The Public hearing was published at least 15 days prior to September 13<sup>th</sup> and letters were mailed to property owners within 200 feet of the property 10 days prior to September 13<sup>th</sup>. At this time, Staff has not received any objection to the request.

At this time, Staff recommends the approval of the Variance.

Thank you,

Kevin Rule  
 City Manager, City of Woodcreek

I, Todd Mackenzie, resident at 24 Canyon Creek Drive, am requesting a variance from existing City of Woodcreek, Ordinance §156.057 that states:

- (A) No wall, fence, planter or hedge in excess of two feet high shall be erected or maintained nearer to the front lot line than the front building setback line, nor on corner lots nearer to the street side lot line than the building setback line parallel to the side street. No rear fence, wall or hedge and no side fence, wall or hedge located between the side building line and the interior lot line (or located on the interior lot line) shall be more than six feet high. For multifamily districts (MF-1 and MF-2) adjacent and contiguous to single-family districts (SF-1 through SF-6), perimeter fences along shared district boundaries may not exceed eight feet height from grade.

The variance that I seek is to erect a privacy fence at the height of 8 feet between my home and the new home constructed at 22 Canyon Creek. The reason that I seek this variance is because this new home was built on a very high foundation and it is creating privacy issues for my backyard. In addition, I am also able to see into this home's master bedroom, dining room and back porch area.

Thank you in advance for your time and consideration.

Sincerely,



Todd Mackenzie



**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).
- A completed City of Acknowledgment of Code of Ordinances form.
- If requesting a variance of an existing structure, please include photographs that will show the structure placement in relation to your property and adjacent structures; the number of required photographs will depend on the scope of the project.
- 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: 7/18/2023

Petitioner's Name: Todd Mackenzie

Mailing Address: 24 Canyon Creek Drive

Email Address(s): Todd.Mackenzie@me.com

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

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

Property Owner's Name: Todd Mackenzie

Property Owner's Mailing Address: 24 Canyon Creek Drive

Section Location, Lot Number, & Zoning Designation: \_\_\_\_\_

Property Address: 24 Canyon Creek Drive





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.  
The New home, being built at 22 Canyon Creek Dr., is being built on a high foundation and its creating privacy issues for our deck and hot tub.
- 2. The variance is necessary for the preservation and enjoyment of a substantial property right of the applicant.  
The 8 foot fence will provide the privacy we've had since building our home in 2007.
- 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.  
It will not. N/A
- 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.  
It will not. N/A



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 unless that cost of compliance is greater than fifty percent of the appraised value of the structure as shown on the most recent certified appraisal district roll.

I am requesting an 8 Foot Privacy fence variance for both sides of my backyard fence. The home being built at 22 Canyon Creek is on a very high foundation and its creating privacy issues. When I am in my hot tub I can see their Master bedroom window.

Applicant Signature: [Signature] Date: [Signature]

For City Use Only: Application, Acknowledgment, Required information, and fee received: Date: 07/13/23 Check # 4402 Initials: sm Referred to Board of Adjustment: 39207463 Date: \_\_\_\_\_ Initials: \_\_\_\_\_ Publication of Public Hearing by Board of Adjustment: Date: \_\_\_\_\_ Initials: \_\_\_\_\_ Action by Board of Adjustment: Approved: \_\_\_\_\_ Denied: \_\_\_\_\_ Date: \_\_\_\_\_ Initials: \_\_\_\_\_ Notes: \_\_\_\_\_



Item 7.

AllPaid  
7820 Innovation Boulevard Suite 250  
Indianapolis, IN 46278  
24hr. Customer Service #: 888-604-7888

**Application Fees Payment Confirmation (Ref #: 39207463)**

**PLC:** City Of Woodcreek  
**A00473** 41 Champions Circle  
Woodcreek, Texas 78676  
**For: Application Fees**

**Date:** 07/18/2023 13:51 EDT

**TRANSACTION INFORMATION**

**Name:** Todd Mackenzie  
**Street Address:** 24 Canyon Creek Drive  
Wimberley, Tx 78676  
**Phone Number:** [REDACTED]  
**Mailing Address:** 24 Canyon Creek Drive  
Wimberley, Tx 78676  
**Email Address:** [REDACTED]  
**Application Fees:** Variance Application (\$500)

**Transaction Reference #:** 39207463  
**Transaction Date/Time:** 07/18/2023 12:52 EDT

**BILLING INFORMATION**

**Name:** Todd Mackenzie  
**Address:** 24 Canyon Creek Drive  
**City, State Zip:** Wimberley, Tx 78676  
**Phone #:** [REDACTED]  
**Card #:** [REDACTED]

**PAYMENT INFORMATION**

**Approval #:** 07164C  
**Payment Amount:** \$500.00  
**Service Fee:** \$14.75  
**Total Amount:** \$514.75

**The service fee is not refundable.**

**ATTENTION CARDHOLDER**

If you have questions about the processing of your payment, please call AllPaid at 888-604-7888.

Thank you for using AllPaid

Office Admin

From: paymentconfirmation@allpaid.com
Sent: Tuesday, July 18, 2023 11:53 AM
To: City of Woodcreek
Subject: APPLICATION FEES Payment Notification



24 Hour Customer Service #: 800-989-7780

APPLICATION FEES CONFIRMATION EMAIL

PLC: CITY OF WOODCREEK DATE: 07/18/23
a00473 41 CHAMPIONS CIRCLE
WOODCREEK, TX 78676
FOR: APPLICATION FEES

TRANSACTION INFORMATION

Name: TODD MACKENZIE
Street Address: 24 CANYON CREEK DRIVE, WIMBERLEY, TX78676
Phone Number: [REDACTED]
Mailing Address: 24 CANYON CREEK DRIVE, WIMBERLEY, TX78676
Email Address: [REDACTED]
Application Fees: VARIANCE APPLICATION (\$500)

TRANSACTION REFERENCE #: 39207463
TRANSACTION DATE/TIME: 07/18/2023 12:52:51 EDT

BILLING INFORMATION

NAME: TODD MACKENZIE
ADDRESS: 24 CANYON CREEK DRIVE
CITY, STATE ZIP: WIMBERLEY, TX 78676
PHONE #: [REDACTED]
CARD #: [REDACTED]

PAYMENT INFORMATION

APPROVAL #: 07164C
PAYMENT AMOUNT: \$500.00
SERVICE FEE: \$14.75
TOTAL AMOUNT: \$514.75

The service fee is not refundable.

ATTENTION CITY OF WOODCREEK:
To make corrections, call AllPaid at 800-989-7780, or login to ProviewExp at www.ProViewEXP.com.

Thank you for using AllPaid



**Residential Permit Application**

(Type II for structure expansion, decks 30 in. or higher, pools, garage, tool sheds, etc.)

Work begun without permit(s) shall be double the normal permit fee amount  
(see Woodcreek Master Rate and Fee Schedule).

**Instructions:**

To apply for Residential Structure Addition Permit (ex. deck cover), complete Sections 1 & 2.  
To apply for a Residential Accessory Building Permit (ex. garage), complete Sections 1 & 3.  
Applications cannot be considered without all required information.

**SECTION 1**

Name of Owner: Todd Mackenzie Telephone #

Email address (if available)

Site Address: 24 Canyon Creek Dr.

Legal Description: Section: \_\_\_\_\_ Lot: \_\_\_\_\_ Zoning District: \_\_\_\_\_

Mailing address of property owner: 24 Canyon Creek Dr.

Name of Builder: N/A Telephone # \_\_\_\_\_

Email of Builder: \_\_\_\_\_

**SECTION 2 – Residential Structure Addition**

- Deck 30 in. or higher
- Patio/Deck Cover
- Swimming Pool
- Other: FENCE

**Required Information:**

- Site plan with setbacks
- Impervious Cover Calculation (maximum 30%)
- Specifications (materials)
- Elevations (drawing of structure)
- Application fee (\$75.00) \*

**SECTION 3 – Residential Accessory Building –**

- Garage
- Greenhouse/cabana
- Expansion of living space
- Workshop/tool shed
- Other \_\_\_\_\_

**Required Information:**

- Site plan with setbacks
- Impervious Cover Calculation (maximum 30%)
- Specifications (materials)\*
- Elevations (drawing of structure)
- ResCheck (if required)
- Checked for proximity to floodplain/FEMA
- Flood Zone: \_\_\_\_\_ / Base Flood Elevations \_\_\_\_\_
- Application fee (\$150.00) \*

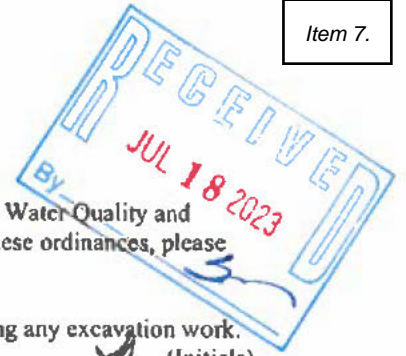
\* Application fee does not include any required third-party plan review and/or inspection fees.  
Review/inspection process may take up to 30 working days. Permit will not be issued until all fees are paid.  
Any changes in these plans after approval must be resubmitted for approval.

\* Applicant will notify City Hall once project is complete.

(Initials)

# The City of Woodcreek

IN THE MIDST OF THE TEXAS HILL COUNTRY



The purpose of the building permit is to ensure compliance with the City's Zoning, Building, Water Quality and Flood Control provisions of its Code of Ordinances. If you have any questions concerning these ordinances, please contact the City of Woodcreek at (512) 847 - 9390.

Property owners agree to notify Texas 811 at least 48 hours (2 working days) before beginning any excavation work. *AM* (Initials)

All construction, landscaping, and construction-related activities are limited to Monday through Saturday from 7:00 a.m. to 6:00 p.m. Construction work on Sundays and City holidays is not allowed without prior approval from the City. Upon written application, submitted at least seventy-two (72) hours prior to the start of the proposed exempted construction, landscaping or construction-related activities, the City Administrator may issue a temporary waiver of these regulations for a period of up to seventy-two (72) hours to allow for time sensitive construction, landscaping, or construction-related activities. (§ 151.10) *AM* (Initials)

The City's Water Quality Protection Ordinance provides a maximum limitation of 30% impervious cover (§ 50.37). *AM* (Initials)

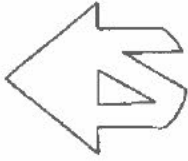
All construction shall begin within 30 days of permit. Residential Structure Additions must be completed within 2 months of the issuance of the permit. (§151.10 (E)) Residential Accessory Building construction must be completed within 3 months of the issuance of the permit. (§ 151.10 (D)) *AM* (Initials)

**Deed Restrictions/Restrictive Covenants Acknowledgment:** By the signature of the applicant below, the applicant acknowledges that the City of Woodcreek is not responsible for the enforcement, investigation, or analysis of existing deed restrictions or restrictive covenants that may impose more restrictive land use regulations upon the property. Questions about existing deed restrictions should be directed to the Hays County Clerk's Office - Records Division.

*[Handwritten Signature]*  
\_\_\_\_\_  
Signature of Property Owner

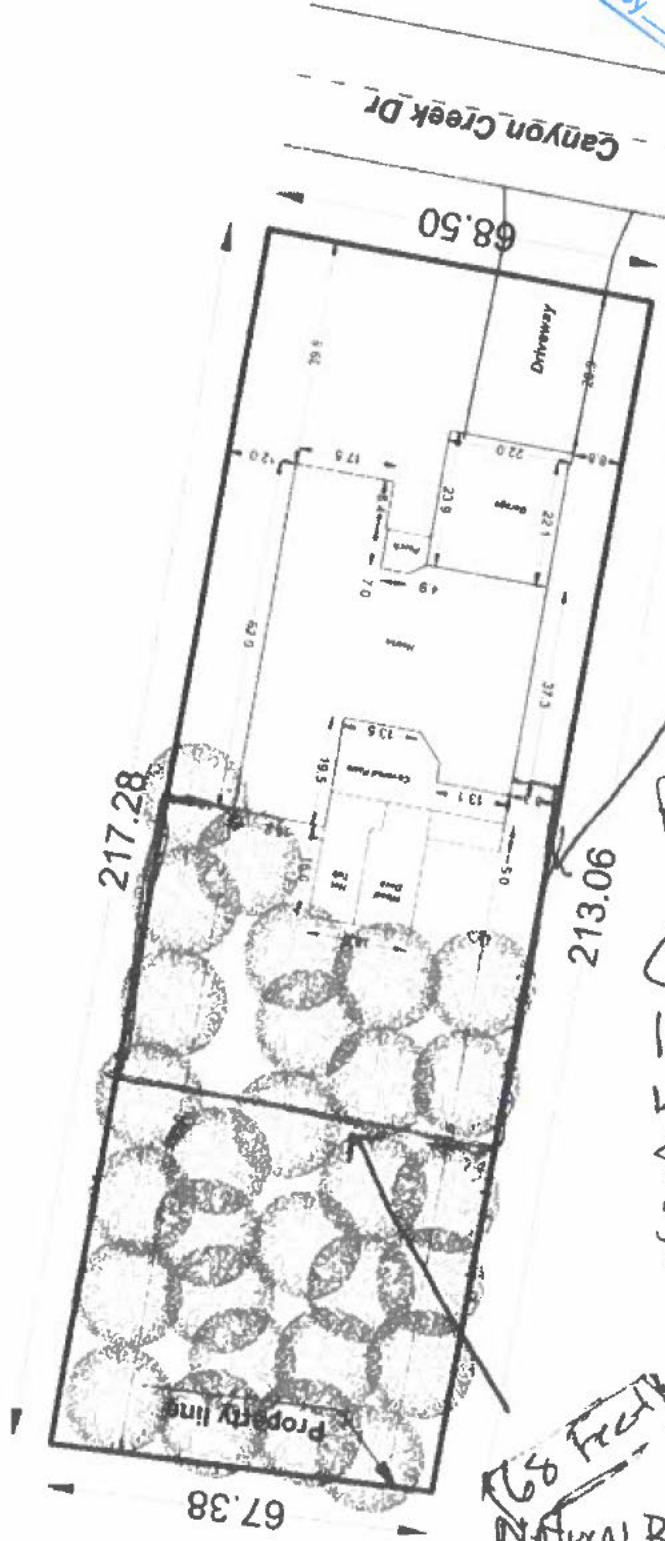
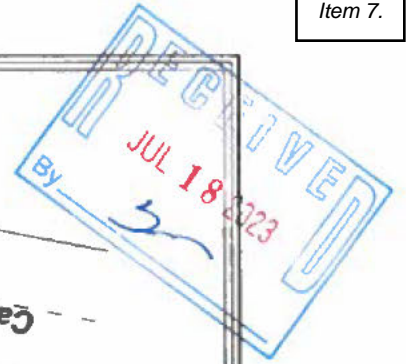
<b>For City use only:</b>	
Date application, required information and fee received:	<i>all info rec'd 07/18/23</i>
Approved or Denied (circle one) by _____	Date _____
Date inspection fees paid _____	
Date permit issued to property owner: _____	Permit # _____
Date applicant notified of denial: _____	Reason for denial: _____
Date of final project review _____	Result: _____





Address : 24 Canyon Creek Drive  
City, State, ZIP: Wimberley, Texas 78676  
Purpose of site plan: Adding deck

Scale:  
1"=20'

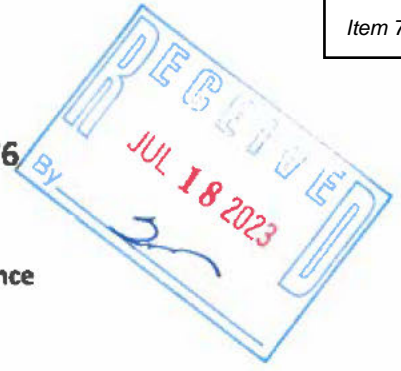


Replace existing  
Picket fence with  
Horizontal Pine  
(Treated) wood  
1x6 Fencing with  
4x4 Post  
8 Feet High from  
grade at Corner  
on Both sides

6x6 Feet

Natural Reflection Standard  
Duty 4ft H x 6 Ft Wide  
Pre Assembled Fence  
Panel (Fence + Ex  
metal)

**24 Canyon Creek Drive, Wood Creek, 78676**



**Specifications (Materials) Replace existing backyard fence**

**11-Home Depot Natural Reflections Standard-Duty 4x6 preassembled fence panels**

**1- Home Depot Natural Reflections Standard-Duty 4x3 preassembled gate**

**20- 4x4 treated pine post**

**97- 1x6x12 treated pine**

**Nails and hardware for the gate**





## Horizontal style with stai

Todd A. Mackenzie MS, LNFA  
512-589-6915

**City Secretary**

**From:** paymentconfirmation@allpaid.com  
**Sent:** Tuesday, June 27, 2023 4:08 PM  
**To:** City of Woodcreek  
**Subject:** APPLICATION FEES Payment Notification



24 Hour Customer Service #: 800-989-7780

**APPLICATION FEES CONFIRMATION EMAIL**

**PLC:** CITY OF WOODCREEK **DATE:** 06/27/23  
**a00473** 41 CHAMPIONS CIRCLE  
WOODCREEK, TX 78676  
**FOR: APPLICATION FEES**

**TRANSACTION INFORMATION**

**Name:** TODD A MACKENZIE  
**Street Address:** 24 CANYON CREEK DRIVE,  
WOOD CREEK, TX78676  
**Phone Number:** [REDACTED]  
**Mailing Address:** 24 CANYON CREEK DRIVE,  
WOOD CREEK, TX78676  
**Email Address:** [REDACTED]  
**Application Fees:** RESIDENTIAL PERMIT APP.  
TYPE II (\$75 **◆** FEE DOUBLED  
IF WORK BEGUN)

**TRANSACTION REFERENCE #:** 39004914  
**TRANSACTION DATE/TIME:** 06/27/2023  
17:07:43 EDT

**BILLING INFORMATION**

**NAME:** TODD A MACKENZIE  
**ADDRESS:** 24 CANYON CREEK  
DRIVE  
**CITY, STATE ZIP:** WOOD CREEK, TX 78676  
**PHONE #:** [REDACTED]  
**CARD #:** [REDACTED]

**PAYMENT INFORMATION**

**APPROVAL #:** 289720  
**PAYMENT AMOUNT:** \$75.00  
**SERVICE FEE:** \$2.21  
**TOTAL AMOUNT:** \$77.21

**The service fee is not refundable.**

**ATTENTION CITY OF WOODCREEK:**  
To make corrections, call AllPaid at 800-989-7780, or login to ProviewExp at [www.ProViewEXP.com](http://www.ProViewEXP.com).

Thank you for using AllPaid

**§ 156.057 FENCES.**

- (A) No wall, fence, planter or hedge in excess of two feet high shall be erected or maintained nearer to the front lot line than the front building setback line, nor on corner lots nearer to the street side lot line than the building setback line parallel to the side street. No rear fence, wall or hedge and no side fence, wall or hedge located between the side building line and the interior lot line (or located on the interior lot line) shall be more than six feet high. For multifamily districts (MF-1 and MF-2) adjacent and contiguous to single-family districts (SF-1 through SF-6), perimeter fences along shared district boundaries may not exceed eight feet height from grade.
- (B) No object or thing which obstructs sight lines at elevations between two and six feet above the roadways and within the triangular area formed by intersecting street property lines and a line connecting them at points 25 feet from the intersection of the street lines (or extensions thereof) shall be placed, planted or permitted to remain on corner lots. Wood fences are prohibited on lot lines contiguous or abutting a golf course where the wood fence would be visible from the golf course. All fences contiguous or abutting a golf course shall not obstruct sight lines of the golf course and shall be constructed of panels of a metal product manufactured for the purpose of residential fencing and shall be a minimum of four feet and a maximum of six feet in height.
- (C) Fencing materials not allowed are chain link, hog wire, barbed wire, vinyl, rebar, rolled wire, cable, mesh netting, rolled picket or similar materials; except that, Small-Animal Fencing, as that term is defined herein, may be used if its principal fencing support structure consists of metal. *Small-animal fencing* means metal fencing with opening spacing between the wires no more than two inches by three inches that matches the color and architecture of the principal fencing to which it is attached. Approved small-animal fencing may not exceed 50 percent of the height of the approved or existing principal fencing.
- (D) Should a non-conforming fence or non-conforming portion of a fence be damaged by any means to an extent of more than 50 percent of its replacement cost at the time of destruction, it shall not be reconstructed, except in conformity with this chapter.
- (E) A fence permit will be issued by the City upon completion of a Type II Residential Permit Application and submittal of required fees in accordance with the Master Rate Schedule as adopted by resolution of the City of Woodcreek. A copy of an approved Type II Residential Fence Permit must be visibly displayed during active construction and until completion of any fence permitted by the City. This permit will expire 60 days from date of issuance.
- (F) Penalty. Any person violating any provision of this section shall be subject to the penalties and provisions set forth in § 10.99 of this Code of Ordinances.

(Ord. 00-65N, 6-1-2005; Ord. 16-218, 1-13-2016; Ord. 16-227, 9-22-2016; Ord. 19-252, 2-13-2019; Ord. 19-255, 3-13-2019)

**ORDINANCE NO. 20230720-156**

**AN ORDINANCE REPEALING CITY CODE SECTION 9-4-41 RELATING TO BARBED WIRE FENCES; AMENDING CITY CODE SECTION 25-2-899 RELATING TO FENCE DESIGN; AND CREATING AN OFFENSE.**

**BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF AUSTIN:**

**PART 1.** City Code Section 9-4-41 (*Restriction on Use of Barbed Wire Fences*) is repealed.

**PART 2.** Code Section 25-2-899 (*Fences as Accessory Uses*) is amended to read as follows:

- (A) Except as otherwise provided in this chapter, a fence:
  - (1) is permitted as an accessory use in any zoning district; and
  - (2) must comply with the requirements of this section.
- (B) In this section:
  - (1) an ornamental fence is a fence with an open design that has a ratio of solid material to open space of not more than one to four; and
  - (2) a solid fence is a fence other than an ornamental fence.
- (C) The height restrictions of this section do not apply to an ornamental fence.
- (D) Except as otherwise provided in this section, a solid fence constructed along a property line may not exceed a [an average] height of six feet measured from the natural grade up ~~[or a maximum height of seven feet]~~.
- (E) If there is a change in grade of at least one foot measured along any run of a solid fence along a property line, then the portion of the fence where the grade change occurs may be constructed to a maximum height of seven feet.
- (F)~~(E)~~ A solid fence along a property line may be constructed to a maximum height of eight feet if each owner of property that adjoins a section of the

fence that exceeds a height of six feet files a written consent to the construction of the fence with the building official, and:

- (1) there is a change in grade of at least two feet within 50 feet of the boundary between adjoining properties; or
- (2) a structure, including a telephone junction box, exists that is reasonably likely to enable a child to climb over a six foot fence and gain access to a hazardous situation, including a swimming pool.

~~(G)~~~~[F]~~ A solid fence may be constructed to a maximum of eight feet in height if the fence is located on or within the building setback lines.

~~(H)~~~~[G]~~ A~~[a]~~ solid fence may be constructed to a height of eight feet if the fence is located between a residential use and:

- (1) property zoned as a commercial or industrial base district;
- (2) property used for a commercial or industrial use; or
- (3) an alley that separates a residential use and:
  - (a) property zoned as a commercial or industrial base district; or
  - (b) property used for a commercial or industrial use.

(I) Except as provided in Paragraph (1), a fence shall be constructed in accordance with this subsection.

- (1) This subsection does not apply to a fence that:
  - (a) was constructed before July 31, 2023; or
  - (b) is more than six feet in height and located on a property with a non-residential use.
- (2) When more than 50 percent of the total linear distance of an existing fence is replaced, the entire fence must comply with this subsection.

- (3) For new or replacement fences that follow historic design standards, this subsection will control if there is a conflict with the historic design standards.
- (4) A fence may not include:
  - (a) spiked pickets, spiked bars, or other spiked decorative elements above the top horizontal backer rail;
  - (b) vertical pickets above the top horizontal backer rail if the vertical pickets are separated by more than two inches and less than nine inches;
  - (c) razor-like wire; or
  - (d) barbed wire unless the fence is enclosing an airport or other landing area for aircraft and the use of barbed wire is required by Federal Aviation Administration regulation.
- (5) A fence that creates a substantial risk of entrapment or impalement is prohibited.
- (6) A solid chain link fence shall use knuckle selvage.
- (J) A fence used as a swimming pool barrier shall comply with Chapter 25-12, Article 14 (*Swimming Pool and Spa Code*).




**PART 3.** This ordinance takes effect on July 31, 2023.

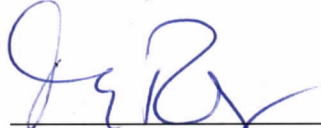
**PASSED AND APPROVED**

July 20, 2023

§  
§  
§ 

Kirk Watson  
Mayor

**APPROVED:**   
Anne L. Morgan  
City Attorney

**ATTEST:**   
Myrna Rios  
City Clerk

§156.057 (A) No wall, fence, planter or hedge in excess of two feet high shall be erected or maintained nearer to the front lot line than the front building setback line, nor on corner lots nearer to the street side lot line than the building setback line parallel to the side street. No rear fence, wall ~~or hedge~~ and no side fence, wall ~~or hedge~~ located between the side building line and the interior lot line (or located on the interior lot line) shall be more than ~~six~~ eight feet high. For multifamily districts (MF-1 and MF-2) adjacent and contiguous to single-family districts (SF-1 through SF-6), perimeter fences along shared district boundaries may not exceed eight feet height from grade.



Brookmeadow Street Designation Sign Proposal for Recommendation to Move

- The street designation sign for Brookmeadow at RR12 is set back off the corner of the road and placed on the speed limit sign.
- This is NOT typical nor appropriate placement.
- It is causing issues for the businesses located in that area. They have requested this move.



Information for placement of road name signs:

- In residential areas, at least one Street Name sign should be mounted at each intersection.
- Signs naming both streets should be installed at each intersection.
- They should be mounted with their faces parallel to the streets they name.
- Street Name signs may also be placed above a regulatory or STOP or YIELD sign with no required vertical separation.

Source: <https://mutcd.fhwa.dot.gov/htm/2003r1/part2/part2d2.htm#:~:text=In%20residential%20areas%2C%20at%20least,be%20mounted%20at%20each%20intersection.>

Yes, the Stop Sign located at Brookmeadow and RR12 is under the City of Woodcreek’s control.

		southbound traffic
Stop	Brookmeadow Drive at RR 12	Controls Brookmeadow Drive

Chapter 70, Schedule II:

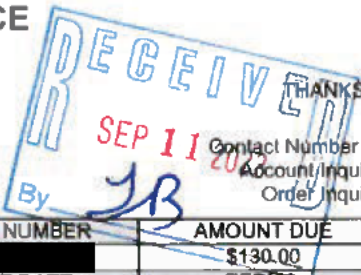
[https://library.municode.com/tx/woodcreek/codes/code\\_of\\_ordinances?nodeId=TITVIITRCO\\_C70TRSC\\_SCHEDULE\\_IISTYIIN](https://library.municode.com/tx/woodcreek/codes/code_of_ordinances?nodeId=TITVIITRCO_C70TRSC_SCHEDULE_IISTYIIN)



ORIGINAL INVOICE

10000

Item 10.



THANKS FOR YOUR ORDER

Contact Number For:
Account Inquiries: (888) 263-3423
Order Inquiries: (800) 721-6592

Table with 3 columns: INVOICE NUMBER, AMOUNT DUE, PAGE NUMBER. Values include \$130.00 and 1 of 1.

Federal ID # 86-2161688

Bill To: ATTN: ACCTS PAYABLE
CITY OF WOODCREEK
41 CHAMPION CIR
WIMBERLEY TX 78676-3327

Ship To: CITY OF WOODCREEK
41 CHAMPIONS CIR
WOODCREEK TX 78676-3327

Main invoice table with columns: ACCOUNT NUMBER, ACCOUNT MANAGER, SHIP TO ID, ORDER NUMBER, ORDER DATE, SHIPPED DATE, BILLING ID, PURCHASE ORDER, RELEASE, ORDERED BY, DESKTOP, COST CENTER, CATALOG ITEM #, DESCRIPTION, U/M, TAX, QTY, QTY ORD, QTY SHIP, QTY B/O, UNIT PRICE, EXTENDED PRICE.

Summary table with columns: SUB-TOTAL, DISCOUNT, DELIVERY, MISCELLANEOUS, SALES TAX, TOTAL. Values include 130.00, 0.00, and \$130.00.

ALL AMOUNTS ARE BASED ON USD CURRENCY

To return supplies, please repack in original box and insert our packing list, or copy of this invoice. Please note problem so we may issue credit or replacement, whichever you prefer.

DETACH HERE

Table with columns: CUSTOMER NAME, BILLING ID, INVOICE NUMBER, INVOICE DATE, INVOICE AMOUNT, AMOUNT ENCLOSED.

FL0

PLEASE SEND YOUR CHECK TO: ODP Business Solutions, LLC
PO BOX 660113
DALLAS TX 75266-0113

PLEASE RETURN THIS STUB WITH YOUR PAYMENT TO ENSURE PROMPT CREDIT TO YOUR ACCOUNT. PLEASE DO NOT STAPLE OR FOLD. THANK YOU