
MEETING NOTICE

The City Council of the City of Woodcreek, Texas will conduct a meeting at Woodcreek City Hall, 41 Champions Circle, Woodcreek, Texas. The meeting will be held on Wednesday, February 26, 2025 at 5:30 PM. The public may watch this meeting live at the following link:

<https://zoom.us/j/94196300054?pwd=XMh5e0LDbCwyYytNjKqeCNnRgRjhQ5.1>

or [Click here to Join](#)

You may also open www.Zoom.us, select Join Meeting and enter Meeting ID: 941 9630 0054 and Passcode: 319426

A recording of the meeting will be made available to the public on the city's website:

<https://www.woodcreektx.gov>

AGENDA

CALL TO ORDER

MOMENT OF SILENCE

PLEDGES

ROLL CALL and ESTABLISH QUORUM

PUBLIC COMMENTS

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

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

PROCLAMATIONS and PRESENTATIONS

CONSENT CALENDAR

1. Approval of the City Council Meeting Minutes for February 12th, 2025.

REPORTS FROM OFFICERS AND COUNCIL LIAISONS

2. City Administrator Report
City Hall Updates

REGULAR AGENDA

3. Discussion and possible action to re-examine the Freeland Turk recommendation regarding Advance Warning indicators for Speed Cushions. (Hines)

- [4.](#) Discussion and possible action to adopt a City of Woodcreek FMLA (Family Medical Leave) policy. (Hines)
5. Discussion and possible action to exempt City Secretary, Kari Lebkuecher, from the City of Woodcreek FMLA Policy Eligibility requirements. (Hines)
- [6.](#) Discussion and possible action to adopt a City of Woodcreek Pregnant Workers Fairness Act (PWFA) policy. (Springerley)
- [7.](#) Discussion and possible action to appoint Advisory Board members. (Rasco)

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

ADJOURN

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

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

POSTING CERTIFICATION

IT IS HEREBY CERTIFIED that the foregoing agenda has been posted on the outdoor Notice Board of Woodcreek City Hall on the 21st day of February, 2025 at 4:00PM.

By:

Kari Lebkuecher, City Secretary

REGULAR CITY COUNCIL MEETING (City Hall)
February 12, 2025; 5:31 PM
Woodcreek, Texas

MINUTES

CALL TO ORDER

MOMENT OF SILENCE

PLEDGES

ROLL CALL and ESTABLISH QUORUM

PRESENT

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

CITY STAFF PRESENT

City Administrator Jim Burton
City Secretary Kari Lebkuecher
City Attorney Stan Springerley

PUBLIC COMMENTS

No public comments were made

PROCLAMATIONS AND PRESENTATIONS

Proclamation by Mayor Rasco naming February 2025 as Black History Month in Woodcreek.
Presentation by Michelle L. Edwards, Ph.D., Associate Professor, Department of Sociology, Texas State University regarding a Woodcreek Community Survey project to be conducted by her class in support of the Woodcreek Comprehensive Plan Update.

- **Moved to Regular Agenda Item # 4**

CONSENT CALENDAR

1. **Approval of the City Council Meeting Minutes for January 22nd, 2025.**

A motion was made by Council Member Debra Hines to approve minutes from January 22, 2025 council meeting. Seconded by Council Member Russell Scott.

Motion passed by show of hands 5-0-0

REPORTS FROM OFFICERS AND COUNCIL LIASIONS

2. **City Administrator Report**
 - a) **Sheriff Report**
 - b) **Monthly Check Register and Financials**
 - c) **Code Enforcement**
 - d) **City Hall Updates**
 - e) **Safety Enhancement Program Update**

3. **City Attorney's Report on legislative issues**

REGULAR AGENDA

4. **Discuss and take possible action to authorize Dr. Michelle Edwards and class to move forward with a survey that would support updating the Comprehensive Plan, and direct staff to finalize any necessary agreements with Dr. Edwards and/or Texas State University.**

Council Member Debra Hines moves to authorize Dr. Edwards to conduct a survey in partnership with Texas State University for the City of Woodcreek to support updating the Comprehensive Plan. Seconded by Council Member Russel Scott.

Council Member Debra Hines amends to remove the incentive portion from the budget. Seconded by Council Member Krista Richardson.

Motion passed by show of hands 5-0-0

Council Member Debra Hines amends to remove in-direct cost and not to use the Texas State University logo and use city mailings. Seconded by Mayor Pro Tem Chrys Grummert.

Motion passed by show of hands 5-0-0

Council Member Debra Hines amends to proceed with only two waves. Seconded by Mayor Pro Tem Chrys Grummert.

Motion passed by show of hands 4-1-0

Council Member Debra Hines amends to make wave two be sent out one per household. Seconded by Council Member Linea Bailey.

Motion failed by show of hands 0-5-0

Council Member Debra Hines amends to conduct to only have wave one with one per household and eliminate wave two. Seconded by Council Member Krista Richardson.

Motion passed by show of hands 4-1-0

Council Member Debra Hines amends to reduce the number of mailouts to two.

Seconded by Council Member Linea Bailey.

Motion passed by show of hands 5-0-0

Council Member Debra Hines amends that the second mailout have a note in regard to if needing a paper survey and how to request it. Seconded by Mayor Pro Tem Chrys Grummert.

Motion passed by show of hands 5-0-0

Council Member Krista Richardson amends to have folded postcards as the second reminder. Seconded by Council Member Debra Hines.

Motion passed by show of hands 5-0-0

The main motion as amended states to authorize Dr. Edwards to conduct a survey in partnership with Texas State University for the City of Woodcreek to support updating the Comprehensive Plan, removing the incentive portion from the budget, removing in-direct cost and not to use the Texas State University logo and use city mailings, proceeding with only two waves, only having one wave with one per household eliminating wave two, reducing mailouts to two, second mailout will obtain a note stating if needing a paper survey directions, and have a folded postcard as the second reminder.

Motion passed by show of hands 5-0-0

RECESS BEGINS AT 7:08 PM

RECESS ENDS AT 7:15 PM

Move back to consent agenda.

- 5. Public Hearing on the Replat of Lots 11 and 12, Corrected Plat of Woodcreek, Section 6-C , as recorded in Volume 1, Page 301 of the Plat Records of Hays County, Establishing Lot 11A, Woodcreek, Section 6-C for the purpose of combining two lots into one lot.**

In public hearing at 7:31 PM

Out of public hearing at 7:33 PM

- 6. Discuss and take possible action on the Replat of Lots 11 and 12, Corrected Plat of Woodcreek, Section 6-C, as recorded in Volume 1, Page 301 of the Plat Records of Hays County, Establishing Lot 11A, Woodcreek, Section 6-C for the purpose of combining two lots into one lot.**

Council Member Debra Hines moves to Replat Lots 11 and 12, Corrected Plat of Woodcreek, Section 6-C, as recorded in Volume 1, Page 301 of the Plat Records of Hays County, Establishing Lot 11A, Woodcreek, Section 6-C for combining the two lots into one. Seconded by Mayor Pro Tem Chrys Grummert.

Motion passed by show of hands 5-0-0

- 7. Discuss and take appropriate action to create the Mayor's Subcommittee on Public Art in Woodcreek.**

Council Member Debra Hines moves to approve the action to create the Mayor's Subcommittee on Public Art in the City of Woodcreek. Seconded by Council Member Linea Bailey.

Motion passed by show of hands 5-0-0

8. Discuss and take possible action on the review and finalization of the new City of Woodcreek Texas website.

Council Member Debra Hines moves to approve the launching of the new City of Woodcreek website to be upon staff's discretion. Seconded by Council Member Krista Richardson.

Motion passed by show of hands 5-0-0

9. Discuss and take possible action to approve the ordinance to update the City of Woodcreek, TX Master Rate Schedule.

Mayor Pro Tem Chrys Grummert moves to approve the ordinance to update the City of Woodcreek, TX Master Rate Schedule. Seconded by Council Member Debra Hines.

Motion passed by show of hands 5-0-0

10. Discussion and possible action on developing a plan of action to address ADA compliance in the City of Woodcreek parks and public facilities.

Council Member Debra Hines moves to direct staff to work with Freeland Turk to develop an RFP for priorities as listed by Council to go out for bid in March and develop a cost estimate for budgeting purposes with a proposed budget amendment.

Priority List Consisting of:

1. Ramp to gazebo
2. Playground
 - a) Gate
 - b) Swing
 - c) Pathways to access
 - d) Add one ADA compliant table
 - e) Measure and assess wood chips
3. Augusta
 - a) Access to items in park via pathways
 - b) Add one ADA compliant table
4. Parking (all 3)

Seconded by Mayor Pro Tem Chrys Grummert.

Motion passed by show of hands 5-0-0

11. Discussion and possible action to post a Request for Proposals (RFP) for photography services for the City of Woodcreek.

Council Member Debra Hines moves to post a Request for Proposals for photography of facilities and events in the City of Woodcreek not to exceed one year and not to exceed a total of \$3,000. Seconded by Council Member Russell Scott.

Motion passed by show of hands 5-0-0

12. Discuss and take possible action to authorize Sub-Committee on Woodcreek Senior Programs to plan and begin implementation of a regular program of yoga

classes (and potentially other similar activities) to be held at the Triangle, and to bring a budget request back to the City Council for approval if funds are required.

Council Member Linea Bailey moves to authorize a Sub-Committee of Woodcreek Senior Programs to begin implementation of regular yoga classes and other similar activities to be held at certain city parks and to bring a budget request back to City Council if funds are necessary. Seconded by Council Member Krista Richardson.

Council Member Debra Hines amends to remove the approval of funds if required from the main motion. Seconded by Council Member Krista Richardson.

Motion passed by show of hands 5-0-0

Main motion as amended states to authorize Subcommittee of Woodcreek Senior Programs to plan and begin implementation of regular yoga classes and other similar activities to be held at certain city parks, removing the approval of funds if required.

Motion passed by show of hands 5-0-0

13. Discuss and take appropriate action on producing a Woodcreek Calendar for 2026 that includes monthly highlights of projects accomplished in 2025 with a projected cost of \$2,500 from the 2026 Community Relations budget.

Council Member Linea Bailey moves to authorize and take action on producing a Woodcreek Calendar for 2026 that includes monthly highlights of projects accomplished in 2025 with a projected cost of \$2,500 from the Community Relations Budget. Seconded by Council Member Krista Richardson.

Council Member Russel Scott amends the action of the Woodcreek Calendar for 2026 to take appropriate action with the cost to be \$0 and be solely funded by sponsorships.

Seconded by Council Member Debra Hines.

Motion passed by show of hands 4-1-0

Council Member Debra Hines amends and designate a committee to handle the production of the calendar. Seconded by Mayor Pro Tem Chrys Grummert.

Motion passed by show of hands 4-1-0

Mayor Pro Tem Chrys Grummert amends to name the designated committee if formed to be the Community Relations Committee . Seconded by Council Member Debra Hines.

Motion passed by show of hands 5-0-0

Main motion as amended states to plan a Woodcreek Calendar for 2026 that includes monthly highlights of 2025, with a funding of \$0 paid for solely by sponsorships and be assigned to the Community Relations Committee if formed.

Motion passed by show of hands 4-1-0

14. Discuss and take possible action to extend agreement with Mike Boese of Clear Career Professionals as the Municipal Administration Consultant for the City of Woodcreek not to exceed an additional \$20,000, or September 30th, 2025,

whichever comes first, to come from 10-10-5121 Contract Services budget line item.

Council Member Debra Hines moves to approve and extend the agreement with Mike Boese of Clear Carrer Professionals as the Municipal Administration Consultant for the City of Woodcreek not to exceed an additional \$20,000, or by September 30th, 2025, whichever comes first and to come from 10-10-5121 Contract Services budget line item. Seconded by Council Member Russell Scott.
Motion passed by show of hands 4-1-0

15. Discussion and possible action to unite the Tree and Parks Boards in form, function and purpose adopting an ordinance to amend Title III (“Administration”), Chapter 30 (“Officials, Employees, and Organization”).

Council Member Debra Hines moves to adopt an ordinance to unite the Tree and Parks Boards in form, function and purpose to amend Title III (“Administration”), Chapter 30 (“Officials, Employees, and Organization”). Seconded by Council Member Russell Scott.

Council Member Debra Hines amends ordinance to read as the Trees and Parks Board. Seconded by Council Member Krista Richardson.
Motion passed by show of hands 4-1-0

Main motion as amended states adopting an ordinance to unite the Trees and Parks Boards in form, function and purpose to amend Title III (“Administration”), Chapter 30 (“Officials, Employees, and Organization”), with the ordinance to read as the “Trees and Parks Board.”

Motion passed by show of hands 5-0-0

16. Discussion and possible action to Amend the Ordinance establishing the Planning and Zoning Commission membership, Title III (“Administration”), Chapter 30 (“Officials, Employees, and Organization”).

Council Member Debra Hines moves to amend the ordinance establishing the Planning and Zoning Commission membership, Title III (“Administration”), Chapter 30 (“Officials, Employees, and Organization”). Seconded by Mayor Pro Tem Chrys Grummert.

Council Member Debra Hines amends the name of “Record Management Officer” as mentioned in the ordinance to be replaced by “City Secretary.” Seconded by Council Member Krista Richardson.

Motion passed by show of hands 5-0-0

Main motion as amended states to amend the ordinance establishing the Planning and Zoning Commission membership, Title III (“Administration”), Chapter 30 (“Officials, Employees, and Organization”), with the name of “Record Management Officer” as mentioned in the ordinance be replaced by “City Secretary.”

Motion passed by show of hands 5-0-0

17. Discussion and possible action to repeal the ordinance establishing the Ordinance Review Committee under Title III (“Administration”), Chapter 30 (“Officials, Employees and Organizations”) permanently disbanding the advisory

body and direct staff to formally thank and invite volunteers from the committee to join another advisory board.

Council Member Debra Hines moves to repeal the ordinance establishing the Ordinance Review Committee under Title III (“Administration”), Chapter 30 (“Officials, Employees and Organizations”) permanently disbanding the advisory board and direct staff to formally thank and invite volunteers from the committee to join another advisory board. Seconded by Mayor Pro Tem Chrys Grummert.
Motion passed by show of hands 5-0-0

18. Discussion and possible action to repeal the ordinance establishing the Infrastructure and Mobility Panel under Title III (“Administration”), Chapter 30 (“Officials, Employees and Organizations”) permanently disbanding the advisory body and direct staff to formally thank and invite volunteers from the committee to join another advisory board.

Council Member Debra Hines moves to repeal the ordinance establishing the Infrastructure and Mobility Panel under Title III (“Administration”), Chapter 30 (“Officials, Employees and Organizations”) permanently disbanding the advisory board and direct staff to formally thank and invite volunteers from the committee to join another advisory board. Seconded by Mayor Pro Tem Chrys Grummert.
Motion passed by show of hands 5-0-0

19. Discussion and possible action to approve ordinance creating a new Community Relations Committee under Title III (“Administration”), Chapter 30 (“Officials, Employees, and Organizations”).

Council Member Debra Hines moves to adopt and approve the ordinance of creating a new Community Relations Committee under Title III (“Administration”), Chapter 30 (“Officials, Employees, and Organizations”). Seconded by Mayor Pro Tem Chrys Grummert.
Motion passed by show of hands 5-0-0

20. Discussion and possible action to remove the Council Liaison 411 policy with the understanding that the Mayor shall serve as Council and Advisory Board liaison.

Council Member Debra Hines moves to approve the resolution of the removal of the Council Liaison 411 policy with the understanding that the Mayor shall serve as Council and Advisory Board Liaison. Seconded by Mayor Pro Tem Chrys Grummert.

Council Member Debra Hines amends to add “or appointed designee” to the ordinance. Ordinance will read, “Mayor, or appointed designee shall serve as Council and Advisory Board Liaison”. Seconded by Mayor Pro Tem Chrys Grummert.
Motion passed by show of hands 5-0-0

Main motion as amended states approving the resolution of the removal of the Council Liaison 411 Policy with the understanding that the Mayor shall serve as Council and Advisory Board Liaison, with the addition of adding “or appointed designee” to the ordinance.

Motion passed by show of hands 5-0-0

21. Discuss and take appropriate action on participation in the March 29, 2025 Emergency Preparedness Fair, and allocating up to \$500 from the Community Relations fund to use if necessary for supplies and materials.

Council Member Debra Hines moves to approve and take action on participation in the March 29, 2025 Emergency Preparedness Fair, and allocating up to \$500 from the Community Relations fund to use if necessary for supplies and materials. Seconded by Council Member Russell Scott.

Motion passed by show of hands 4-1-0

COUNCIL CONSIDERATIONS FOR AGENDA ITEMS AT NEXT REGULAR COUNCIL MEETING

Personnel policy for medical leave

Survey budget to authorize how much to allocate for Comprehensive Plan

Consider painting on the road in front of the cushions

Workshop around beautification of water collection system installed at Triangle

Workshop on discussions around assistance and mitigation of Oak Wilt prevention

Naming members of new advisory boards

ANNOUNCEMENTS

A second February meeting will be held

ADJOURN

A motion was made by Mayor Pro Tem Chrys Grummert to adjourn. Seconded by Council Member Krista Richardson.

Meeting adjourned at 9:28 PM

BY: _____
Kari Lebkuecher, City Secretary

Copy/paste from email sent Jan 6, 2025

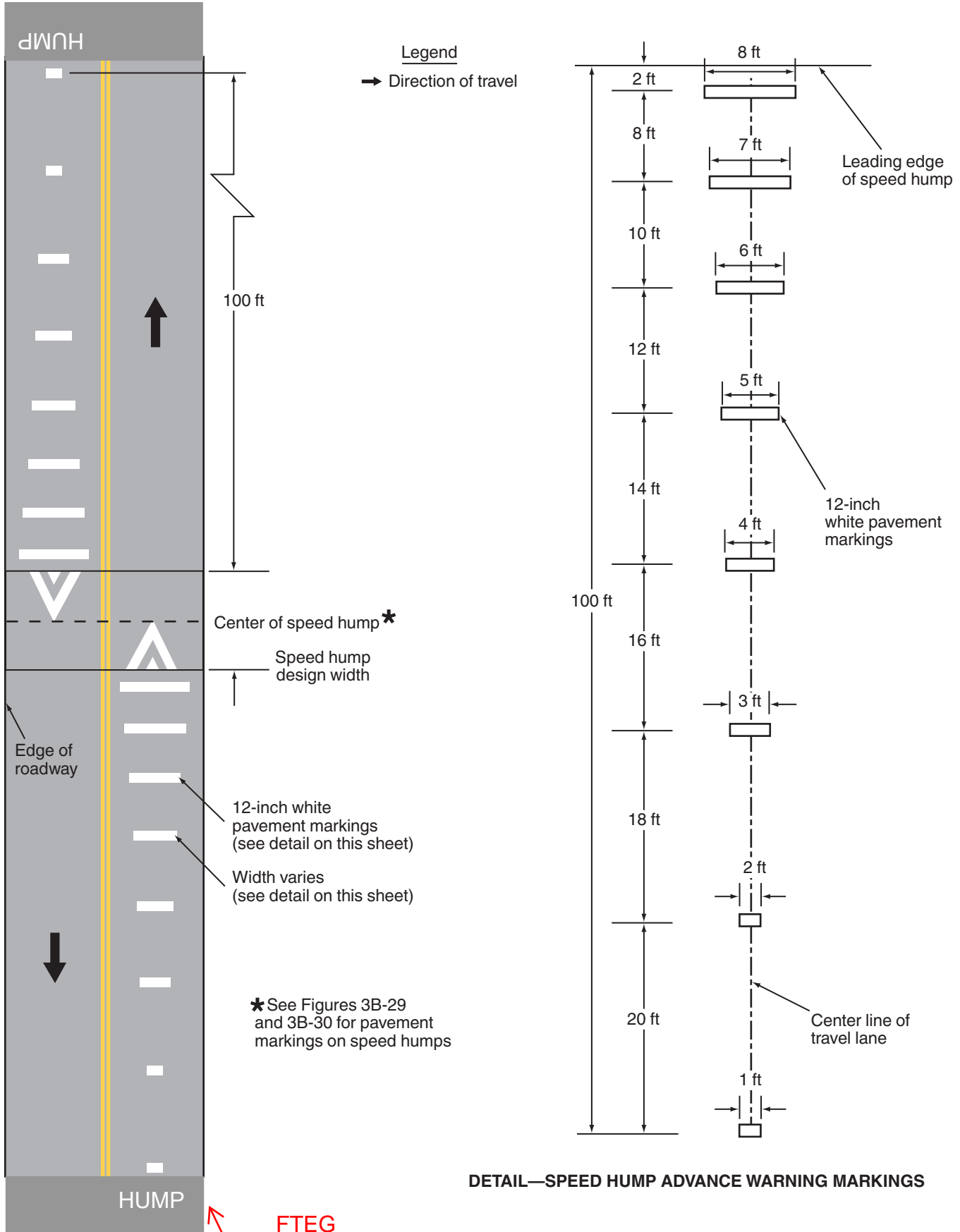
Good morning,

See below for some language/engineering recommendation on the advance warning for the speed cushions to be installed. Attached is an example of the alternative striping pattern.

“FTEG recommends that an “advance warning” be used to give warning of the vertical deflection of the speed cushions to be installed. The plans include “SPEED HUMP” signs installed 100-ft in advance of each direction of incoming traffic. Due to the layout of the streets and location of the speed cushions, FTEG does not recommend removing any of the advance warning locations. An alternative to the advance warning signs would be advance markings (striping). This striping pattern would consist of a series of eight white 12” transverse lines that become longer and spaced closer together as the vehicle approaches the speed hump. If advance markings are preferred to replace the advanced signage, FTEG would recommend including this striping pattern, along with a white striped “HUMP” at the beginning of the striping for each travel direction.”

Melanie Norris, FreelandTurk

Figure 3B-31. Advance Warning Markings for Speed Humps



DETAIL—SPEED HUMP ADVANCE WARNING MARKINGS

FTEG RECOMMENDED "HUMP"

**THE CITY OF WOODCREEK
RESOLUTION NO. 2025-xx-xx-xx**

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**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODCREEK, TEXAS,
UPDATING THE FAMILY AND MEDICAL LEAVE ACT POLICY**

WHEREAS the City Council has reviewed the existing Family and Medical Leave Act (“FMLA”) Policy and the newly proposed version on February 26, 2025; and

WHEREAS the City Council finds that revising and updating the FMLA Policy for compliance with applicable state and federal law and to achieve the policy goals of employee recruitment, retention and well-being is necessary from time to time; and

WHEREAS the City Council finds the maintenance of the FMLA policy to be in the public interest, and necessary for the efficient and effective administration of City business and employee policies.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF WOODCREEK, THAT:

I.

The document entitled, “City of Woodcreek Family and Medical Leave Act (“FMLA”) Policy” is hereby approved and adopted for purposes of administering the City’s employment policies.

II.

The City Council finds that all previously adopted versions of the “City of Woodcreek Family and Medical Leave Act (“FMLA”) Policy” are hereby repealed and replaced with the new version. The City Council directs City Staff to implement the Family and Medical Leave Act (“FMLA”) Policy adopted February 26, 2025, to the extent reasonably possible.

III.

The City Secretary is instructed to include a copy of this Resolution and Family and Medical Leave Act (“FMLA”) Policy enacted by this Resolution, in and among the records of the City.

IV.

The meeting at which this Resolution was passed was open to the public, and that public notice of the time, place and purpose of said meeting was given as required by the Open Meetings Act, Texas Government Code, Chapter 551.

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This Resolution shall be effective immediately upon adoption.

PASSED, APPROVED AND RESOLVED, this the 26th day of February, 2025, by a vote of
_____ **Yea** to _____ **Nay** to _____ **Abstentions** vote of the City Council of
Woodcreek, Texas.

PLACE
CITY SEAL
HERE

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Jeff Rasco, Mayor

ATTEST:

Kari Lebkuecher, City Secretary

APPROVED AS TO FORM:

City Attorney's Office

CITY OF WOODCREEK, TEXAS

FAMILY AND MEDICAL LEAVE ACT (FMLA) POLICY

I. PURPOSE

The purpose of this policy is to ensure compliance with the Family and Medical Leave Act (FMLA), Texas state law, and best practices for municipal employees as recommended by the Society for Human Resource Management (SHRM). The City of Woodcreek provides eligible employees with unpaid, job-protected leave for qualified family and medical reasons in accordance with federal law.

II. ELIGIBILITY

Employees are eligible for FMLA leave if they:

1. Have worked for the City of Woodcreek for at least 12 months (these months do not have to be consecutive); and
2. Have worked at least 1,250 hours during the 12 months immediately preceding the leave request.
3. Currently receives other city provided benefits.

III. QUALIFYING REASONS FOR LEAVE

Eligible employees may take up to 12 workweeks of unpaid leave in a 12-month period for the following reasons:

1. The birth of a child and to care for the newborn child within one year of birth;
2. The placement of a child with the employee for adoption or foster care and to care for the newly placed child within one year of placement;
3. To care for the employee's spouse, child, or parent with a serious health condition;
4. The employee's own serious health condition that makes them unable to perform their job functions;
5. A qualifying exigency related to a spouse, child, or parent being a military member on covered active duty.

Military Caregiver Leave: Employees who are the spouse, child, parent, or next of kin of a covered service member with a serious injury or illness may be eligible for up to 26 workweeks of unpaid leave in a single 12-month period.

IV. LEAVE ENTITLEMENT & CALCULATION

The 12-month period is measured on a rolling basis, looking back from the date an employee uses FMLA leave.

V. PAID LEAVE SUBSTITUTION

The employer will pay for the first two weeks of medical leave at full salary.

After such time, accrued “paid leave” (Paid time off and Vacation time) shall be used up to exhaustion.

VI. NOTICE & CERTIFICATION REQUIREMENTS

1. Employees must provide at least 30 days’ advance notice of the need for FMLA leave when foreseeable. If the need for leave is not foreseeable, employees must notify the City Administrator as soon as practicable.
2. Employees may be required to submit medical certification from a healthcare provider to support leave requests for serious health conditions.
3. The City may require periodic updates and a fitness-for-duty certification before an employee returns to work.

VII. JOB PROTECTION & BENEFITS

1. Employees returning from FMLA leave will be restored to their same position or an equivalent position with the same pay, benefits, and terms of employment.
2. Health insurance coverage will continue during FMLA leave under the same conditions as if the employee were actively working. Employees must continue to pay their portion of health insurance premiums.

VIII. FAILURE TO RETURN & EXTENDED LEAVE

If an employee does not return to work at the end of their FMLA leave, the City may recover health insurance premiums paid on their behalf unless the failure to return is due to continued serious health conditions or other circumstances beyond their control.

IX. RETALIATION PROHIBITION

The City strictly prohibits retaliation against any employee for requesting or taking FMLA leave.

X. HYBRID WORK-FROM-HOME OPTION

Should an employee need the full 12 weeks of medical leave, but still wish to work or be compensated, an alternative to the traditional FMLA options may be negotiated with the City Administrator.

A temporary compensated work-from-home alternative, up to the full FMLA 12-week limit, with full or half salary can be considered on a case-by-case basis.

This is only an option after all “paid leave” has been exhausted.

XI. ADMINISTRATION & ENFORCEMENT

This policy will be administered by the City Administrator. Employees with questions regarding their FMLA rights should contact the City Administrator.

XII. POLICY ADOPTION & AMENDMENTS

This policy shall be reviewed and adopted by the City Council of Woodcreek, Texas, and may be amended as necessary to comply with legal and operational needs.

**THE CITY OF WOODCREEK
RESOLUTION NO. 2025-xx-xx-xx**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODCREEK, TEXAS,
UPDATING THE PREGNANT WORKERS FAIRNESS ACT POLICY**

WHEREAS the City Council has reviewed the existing employee policies and finds it necessary to adopt the Pregnant Workers Fairness Act Policy; and

WHEREAS the City Council finds that revising and updating its employee policies for compliance with applicable state and federal law and to achieve the policy goals of employee recruitment, retention and well-being is necessary from time to time; and

WHEREAS the City Council finds the adoption of the Pregnant Workers Fairness Act Policy to be in the public interest, and necessary for the efficient and effective administration of City business and employee policies.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF WOODCREEK, THAT:

I.

The document entitled, “City of Woodcreek Pregnant Workers Fairness Act Policy” is hereby approved and adopted for purposes of administering the City’s employment policies.

II.

The City Council finds that any previously adopted policies related to the “Pregnant Workers Fairness Act Policy” are hereby repealed and replaced with the new version. The City Council directs City Staff to implement the Pregnant Workers Fairness Act Policy adopted February 26, 2025, to the extent reasonably possible.

III.

The City Secretary is instructed to include a copy of this Resolution and Pregnant Workers Fairness Act Policy enacted by this Resolution, in and among the records of the City.

IV.

The meeting at which this Resolution was passed was open to the public, and that public notice of the time, place and purpose of said meeting was given as required by the Open Meetings Act, Texas Government Code, Chapter 551.

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This Resolution shall be effective immediately upon adoption.

PASSED, APPROVED AND RESOLVED, this the 26th day of February, 2025, by a vote of
_____ Yea to _____ Nay to _____ Abstentions vote of the City Council of
Woodcreek, Texas.

PLACE
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Jeff Rasco, Mayor

ATTEST:

Kari Lebkuecher, City Secretary

APPROVED AS TO FORM:

City Attorney's Office

Reasonable Accommodations for Pregnant Workers Policy

Purpose

As required by the federal Pregnant Workers Fairness Act (PWFA), the City of Woodcreek will provide reasonable accommodations to employees and applicants with limitations related to pregnancy, childbirth or related medical conditions, unless the accommodation will cause undue hardship to the City of Woodcreek's operations.

Policy

An employee or applicant may request an accommodation due to pregnancy, childbirth or a related medical condition by submitting the request in writing to human resources (HR). The accommodation request should include an explanation of the pregnancy-related limitations, the accommodation needed and any alternative accommodation(s) that might be reasonable. Depending on the nature of the accommodation, the individual may be requested to submit a statement from a health care provider substantiating the need for the accommodation.

Upon receipt of a request for accommodation, HR will contact the employee or applicant to discuss the request and determine if an accommodation is reasonable and can be provided without significant difficulty or expense, i.e., undue hardship.

While the reasonableness of each accommodation request will be individually assessed, possible accommodations include allowing the individual to:

- Sit while working.
- Drink water during the workday.
- Receive closer-in parking.
- Have flexible hours.
- Receive appropriately sized uniforms and safety apparel.
- Receive additional break time to use the bathroom, eat and rest.
- Take time off to recover from childbirth.
- Be excused from strenuous activities and/or activities that involve exposure to compounds deemed unsafe during pregnancy.

An employee may request paid or unpaid leave as a reasonable accommodation under this policy; however, the City of Woodcreek will not require an employee to take time off if another reasonable accommodation can be provided that will allow the employee to continue to work.

The City of Woodcreek prohibits any retaliation, harassment or adverse action due to an individual's request for an accommodation under this policy or for reporting or participating in an investigation of unlawful discrimination under this policy.

The City of Woodcreek

Item 7.

IN THE MIDST OF THE TEXAS HILL COUNTRY

Application for Appointment to A Volunteer Citizen Group

Name: BETTY MCDONALD

Property Address: 43 CYPRESS POINT

Mailing Address: WOODCREEK, TX 78676

Telephone Number(s): Home: _____ Cell: 520-310-0661

Email Address: bettymac07@gmail.com

Do you want your phone number(s)/email address released in a Public Information Request? YES NO

Committee(s) of Interest (Select All That Apply)

NOTE: Groups listed below are Advisory and submit reports and/or recommendations, as needed, to the City Council, per state and federal laws and City Ordinances.

- | | |
|---|---|
| <input type="checkbox"/> Planning and Zoning Commission | <input type="checkbox"/> Trees and Parks Board |
| <input checked="" type="checkbox"/> Community Relations Committee | <input type="checkbox"/> Neighbor to Neighbor Committee |

City Hall Areas of Interest (Select All That Apply)

NOTE: Volunteers would work with City Staff to complete projects on an "as needed" basis.

- | | |
|--|--|
| <input type="checkbox"/> City Staff Mailouts (Indoors) | <input type="checkbox"/> City Information Distribution Projects (Outdoors) |
| <input type="checkbox"/> City Clean-Up Projects (Outdoors) | <input type="checkbox"/> Other (Hybrid) |

2. Length of Time as a Texas Resident: 60yrs Length of Time as a Woodcreek Resident: 8yrs

3. Have you previously served on any City of Woodcreek Boards, Commissions, Committees or Panels?

YES NO If "YES", please list capacity and term.

Describe any qualifications, credentials or special interests that relate to your possible appointment. As a senior, I am interested in working with others to create senior-friendly activities for our residents. I am a retired Speech Language Pathologist and have experience owning a large private practice plus contracts with hospitals, schools & agencies. Additionally, I am a certified yoga instructor with experience in therapeutic yoga with seniors, helping some with physical issues modify poses for successful practice and meditation. Throughout my professional career I have served on various boards of organizations in various capacities, either as officer or committee member. I look forward to assisting the City of Woodcreek accomplish it's many worthwhile goals.

4. Do you, or your employer, have any business or other dealings with the City of Woodcreek which may create a conflict of interest upon your appointment? YES NO

If "YES", please explain. _____

Betty McDonald
Signature

2/18/2025
Date

The City of Woodcreek

IN THE MIDST OF THE TEXAS HILL COUNTRY

Application for Appointment to A Volunteer Citizen Group

Name: William J. DRUMWRIGHT
 Property Address: 19 COUNTRY LN
 Mailing Address: (same)
 Telephone Number(s): Home: 512-718-9129 Cell: 713 ~~376~~-4141
 Email Address: wjdrumwright@ymail.com
 Do you want your phone number(s)/email address released in a Public Information Request? YES NO

Committee(s) of Interest (Select All That Apply)

NOTE: Groups listed below are Advisory and submit reports and/or recommendations, as needed, to the City Council, per state and federal laws and City Ordinances.

<input type="checkbox"/> Planning and Zoning Commission	<input checked="" type="checkbox"/> Trees and Parks Board
<input type="checkbox"/> Community Relations Committee	<input type="checkbox"/> Neighbor to Neighbor Committee

City Hall Areas of Interest (Select All That Apply)

NOTE: Volunteers would work with City Staff to complete projects on an "as needed" basis.

<input type="checkbox"/> City Staff Mailouts (Indoors)	<input type="checkbox"/> City Information Distribution Projects (Outdoors)
<input type="checkbox"/> City Clean-Up Projects (Outdoors)	<input type="checkbox"/> Other (Hybrid)

2. Length of Time as a Texas Resident: 67 yrs Length of Time as a Woodcreek Resident: 10 yrs
 3. Have you previously served on any City of Woodcreek Boards, Commissions, Committees or Panels?
 YES NO If "YES", please list capacity and term.

Describe any qualifications, credentials or special interests that relate to your possible appointment.

34 yrs. in computer industry
17 yrs. public school teacher
11 yrs. Wimberley business owner
65 yrs. parent, grandfather, great-grandfather
63 yrs. homeowner

4. Do you, or your employer, have any business or other dealings with the City of Woodcreek which may create a conflict of interest upon your appointment? YES NO
 If "YES", please explain. _____

Signature [Handwritten Signature]

Date 18 February 2025