

MEETING NOTICE

The Tree Board of the City of Woodcreek, Texas will conduct a meeting at Woodcreek City Hall, 41 Champions Circle, Woodcreek, Texas. The meeting will be held on Monday, April 10, 2023 at 4:30 PM.

All attendees are encouraged to wear face coverings when a minimum of six-foot social distancing cannot be maintained. Smoking is not allowed anywhere on the property of City Hall.

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

<https://zoom.us/j/99473399281?pwd=dVRISll6Znc4ZG9GMTRVMDRvWjNiQT09>

Meeting ID: 994 7339 9281; Passcode: 396081

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

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

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

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

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

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

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

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

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

AGENDA

CALL TO ORDER

ROLL CALL and ESTABLISH QUORUM

PUBLIC COMMENTS

CONSENT CALENDAR

- [1.](#) Approval of Regular Meeting Minutes from February 13, 2023.
- [2.](#) Approval of Regular Meeting Minutes from March 13, 2023.

REPORTS FROM OFFICERS AND COUNCIL LIAISONS

3. Report by Tree Board Liaison.
4. Report by City Manager.

UNFINISHED BUSINESS AND GENERAL ORDERS

5. Discuss and Take Possible Action on Updating the Tree Survey, Post Ice Storm of 2023.
6. Discuss and Take Possible Action Regarding Tree Board Involvement of Earth Day Celebration on April 22, 2023.
7. Discuss and Take Possible Action Regarding Scheduling A City-Wide Meeting with Karl Flocke, as Guest Speaker and Oak Wilt Specialist.
8. Discuss and Take Possible Action on Open Tree Board Position.

NEW BUSINESS

ANNOUNCEMENTS

9. Next Meeting Date: May 8, 2023 4:30PM at City Hall.
10. Please Remember to Bring A Laptop or Personal Copy of Current Agenda to Next Meeting.

ADJOURN

POSTING CERTIFICATION

I certify that the above notice was posted on the **7th day of April, 2023 at 9:00AM**

By: 
Suzanne J. MacKenzie, City Secretary

**TREE BOARD MEETING (CITY HALL)
February 13, 2023; 4:30 PM
Woodcreek, Texas**

MINUTES

CALL TO ORDER

Chair Ramos called the Meeting to Order at 4:30PM

ROLL CALL and ESTABLISH QUORUM

PRESENT

Chairperson, Iris Ramos
Board Member, Terri Burney-Bisett
Board Member, Nanci Coddington
Board Member, Jacob McElroy (Arrived at 4:39PM)
Board Member, Dorothy Tasian
Council Liaison, Brent Pulley

ABSENT

Board Member, Cindy Jones
Alt. Board Member, Nan Simpson
Alt. Board Member, Cindy Jones

STAFF PRESENT

City Manager, Kevin Rule
City Secretary, Suzanne MacKenzie

PUBLIC COMMENTS

None were offered.

CONSENT CALENDAR

1. Approval of Regular Meeting Minutes from January 9, 2023.

Motion was made by Member Tasian to approve the minutes. (2:50) Motion was seconded by Member Bisett.

A roll call vote was taken.

Voting Yea: Chairperson Ramos, Member Coddington, Member Tasian, Member Burney-Bisett

Motion Passed: 4-0-0

REPORTS FROM OFFICERS AND COUNCIL LIAISONS

Report by Tree Board Liaison.

1. Whole community pulled together during the ice storm. City Manager Rule will provide additional details.
2. Oak Wilt Assistance Application is ready: Council responses to Tree Board questions below.
 - a. Maximum reimbursement to each resident is $\frac{1}{4}$ of quarterly budget amount;
 - b. Current application focuses on oak trees only;
 - c. City Staff makes decision for recipients;
3. RFP for City Arborist is ready.

Report by City Manager.

1. Summarized actions taken by City Staff during Ice Storm:
 - a. Obtained right of way vendors (4) – some vendors still working;
 - b. Working on gathering volunteer group to help residents;
 - c. Waste Connections has begun pick-up;
 - d. Hays County Transfer Station is available to accept residents who want to drop off brush with truck/trailer;
 - e. New email address was created for residents to sign up for assistance; and
 - f. First City Staff Volunteer Brush Clean Up Crew working on Wednesday, starting at 10A.
2. For future events, City Staff will create a volunteer database, based on email responses.
3. Mayor signed an Emergency Declaration so residents can clean up their properties.
4. Encourages residents to sign up for email and text alerts.

Report by City Secretary. – None provided.

SPECIAL ORDERS

2. **Discuss and Take Possible Action Regarding Changes in Tree Board Membership and Recognition and Appreciation For Board Service By Former Tree Board Member, Monica Rasco.**

Master Gardener and new Board Member, Nanci Coddington was introduced and welcomed. Monica Rasco's contributions were acknowledged, and her departure was recognized.

Board Members stopped discussions to celebrate her departure. (5:12P - 5:20P)

3. **Discuss and Take Possible Action Regarding The Terms(s) of Each Tree Board Member and Alternate, As Well As The Nominating Council Member For Each.**

City Manager Rule listed the terms for the Board Members. Board Member changes would happen in January of each year.

Chair Ramos is looking for more stability in the Board to maintain momentum.

Council Liaison Pulley agreed to take concerns to the City Council, as it would be their decision to change the Tree Board Ordinance.

No action was taken.

4. Discuss and Take Possible Action Regarding The Role of Tree Board Members and Alternate, As Well As Possible Attendance Requirements.

Council Liaison Pulley clarified that to satisfy the requirements of becoming a Tree City USA, the Tree Board was created by Ordinance to help maintain and care for our trees and educate the public on the care of our trees.

Motion was made by Member Bisett that after three(3) unexcused absences that the Chair has the option to declare a position vacant and will tell the Liaison to advise the Council to fill the position. (1:07:40) Motion was seconded by Member Tasian.

A roll call vote was taken.

Voting Yea: Member Coddington, Member McElroy, Member Tasian, Member Burney-Bisett, Chairperson Ramos

Motion Passed: 5-0-0

NEW BUSINESS

5. Discuss and Take Possible Action Regarding the Role of the Tree Board Going Forward After Recent Ice Storm Events And Consider Taking Action to Update the Tree Survey from 2022.

Motion was made by Member Tasian to begin the process of updating the existing Tree Survey but delay until it is safe to do so. (1:20:35) Motion was seconded by Member McElroy.

Amendment to the motion was made by Member Coddington (1:21:30) to start the Tree Survey in early Spring, possibly April. Motion was seconded by Member Bisett.

A roll call vote was taken on the amendment.

Voting Yea: Member Burney-Bisett, Member Tasian, Chairperson Ramos, Member Coddington, Member McElroy

Motion Passed: 5-0-0

A roll call vote was taken on the main motion.

Voting Yea: Member Tasian, Chairperson Ramos, Member Coddington, Member Burney-Bisett, Member McElroy

Motion Passed: 5-0-0

Chair Ramos would like a cheat sheet on Tree Health before the Board performs the Tree Survey Update. Member McElroy agreed to provide a guide.

6. **Discuss and Take Possible Action Regarding The City Tree Arborist Request For (RFP).**

The RFP has been approved by Council, but not sent out due to the Weather Event. We may not get a high response rate, because more money can be earned in the clean-up.

Chair Ramos would like to see the finalized document.

The interview process will be done by City Staff, with invitations to a Board Member and the Board Liaison.

Chair Ramos postponed this item until the next meeting.

7. **Workshop To Discuss Ideas For Further Engagement and Education of Community About Tree Care and Oak Wilt Disease.**

Workshop was opened at 6:10P.

Discussion of (1) an event at CYJ or at the City Park with Carl Flocke about Oak Wilt – Dorothy will speak to him at the Blue Hole Event; (2) go door to door with information, people don't read email; (3) mailout.

Workshop was closed at 6:21P.

8. **Report from Jacob McElroy Regarding Research For Grant Possibilities In The Support of Property Owners with Oak Wilt Diseased Trees.**

- a. Texas Urban Forestry Council Microgrant Program - \$1500 matching microgrant;
- b. TXOakWilt.org – cost share assistance; and
- c. Texas Forestry Service

Liaison Pulley requested that Member McElroy send the links to City Manager Rule. Member McElroy stated he still has additional research to do on this topic.

9. **Discuss and Take Possible Action on the Procurement of the Oak Wilt Map of the City from Karl Flocke.**

Discussion of reaching out to Karl regarding his position on distributing the map.

No action taken.

ANNOUNCEMENTS

ADJOURN

Chair Ramos Adjourned the Meeting at 6:34PM

Iris Ramos, Chairperson

Suzanne Mac Kenzie, City Secretary

TREE BOARD MEETING (CITY HALL)
March 13, 2023; 4:30 PM
Woodcreek, Texas

MINUTES

CALL TO ORDER

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

ROLL CALL and ESTABLISH QUORUM

PRESENT

Chairperson Iris Ramos
Board Member Terri Burney-Bisett
Board Member Nanci Coddington
Board Member Jacob McElroy (Arrived at 5:00P)
Board Member Dorothy Tasian
Council Liaison Brent H. Pulley

ABSENT

Alt. Board Member Nan Simpson

STAFF PRESENT

City Manager, Kevin Rule
City Secretary, Suzanne Mac Kenzie

PUBLIC COMMENTS

None were offered.

REPORTS FROM OFFICERS AND COUNCIL LIAISONS

Report by Tree Board Liaison.

Nothing new to report. Items that he would want to talk about are already on the agenda. But wanted to congratulate the Board on becoming a Tree City USA.

Report by City Manager.

City Manager Rule presented to the Board the delivery of the Tree City USA signs that arrived shortly before the meeting and congratulated the Board for their hard work.

Report by City Secretary. – No report given

SPECIAL ORDERS

1. **Discussion About the Tree City USA Award Designation.** *(Ramos)*

Discussion about the article in the Wimberley View Newspaper, submitted by Liaison Brent Pulley.

2. **Discuss and Take Possible Action to Accept the Resignation of Alternate Tree Board Member, Cynthia Jones and Consider and Take Possible Action to Nominate A Replacement Member.** *(Ramos)*

Discussion to reach out to Board Members "Circle of Friends" to look for interest in becoming a Board Member.

Motion was made by Member Tasian to accept the resignation of Cindy Jones. (8:50) Motion was seconded by Member Bisett.

A roll call vote was held.

Voting Yea: Member Bisett, Member Coddington, Member Tasian, Chair Ramos

Motion Passed: 4-0-0.

NEW BUSINESS

3. **Workshop to Present Tree Board the Handbook From The Arbor Day Foundation and the Tree Board Reference Notebook.**

Workshop Opened at 4:43PM.

Presentation of Tree Board Reference Binders by City Secretary.

Workshop Closed at 4:56PM.

4. **Discuss and Take Possible Action Regarding Tree Board Member Roles and Potential Activities of Engagement Using Tree Board Handbook As A Guide.** *(Ramos)*

Chair Ramos encouraged Board Members to review the Tree Board Handbook (ordered from Tree City USA), page 10 and look for their own strengths in the list and consider how future members can contribute to the group.

No action was taken.

5. **Discuss and Take Possible Action Regarding the Election of A New Vice Chairperson for the Tree Board.**

Discussion of role of the Vice-Chair of the Board.

Motion was made by Member Bisett to table the election of a Vice-Chair until the next meeting. (38:45) Motion was seconded by Member Coddington.

A roll call vote was held.

Voting Yea: Member Coddington, Member McElroy, Member Tasian, Chair Ramos, Member Bisett

Motion passed: 5-0-0.

6. Discussion Follow-Up Regarding Karl Flocke's Views About Privacy Issues and Procurement of A City-Wide Oak Wilt Map. (Pulley)

Liaison Pulley has spoken to Karl Flocke and he does have concerns about releasing it. City Manager Rule and Liaison Pulley will come up with a plan to protect residents' proprietary interests.

7. Discuss and Take Possible Action Requesting A City-Wide Meeting With Karl Flocke As Guest Speaker and Oak Wilt Expert. (Tasian)

Chair Ramos spoke with Karl Flocke at the Blue Hole presentation and thought the information would be good to share with the community. Member Tasian also attended and stated her appreciation of the "hands on" approach that was used and would like to find an effective way to do the same with our residents.

City Manager Rule stated that the event, once finalized, can be publicized via email and blasts and the sandwich board at the City's entrance. A possible location would be at City Hall or CYJ with decision on day or evening event.

Discussion that this is a "hot topic" for the City and it should be done while there is an audience. Goals of the event would be: education, prevention, and providing information on resources. Timing of the event will be key for higher attendance, taking into account school schedules and summer vacations, in addition to Karl Flocke's schedule, possibly in conjunction with another event.

Motion was made by Jacob McElroy to approve a City-Wide meeting with Karl Flocke. (59:05) Motion was seconded by Member Bisett.

A roll call vote was held.

Voting Yea: Member Tasian, Chair Ramos, Member Bisett, Member Coddington, Member McElroy

ANNOUNCEMENTS

City Manager Rule announced that Tree Trimming and Removal Permits are in effect as of March 15, 2023. Notifications will be sent via email and text blasts, banner on the City website, and on the sandwich at the City's entrance.

Chair Ramos announced that the next meeting will be on April 10, 2023.

ADJOURN

Chair Ramos Adjourned the Meeting at 4:30PM.

Iris Ramos, Chairperson

Suzanne Mac Kenzie, City Secretary