
MEETING NOTICE

The City Council of the City of Woodcreek, Texas will conduct a special meeting at City Hall, 41 Champions Circle, Woodcreek, TX. The meeting will be held on August 2, 2022 at 4:00 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://meetings.ipvideotalk.com/119990011>. The public may listen to this meeting by dialing one of the following numbers: 1(617) 315-8088 or toll free at 1(866) 948-0772. When prompted enter Meeting ID:119990011.

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).

AGENDA

CALL TO ORDER

MOMENT OF SILENCE

PLEDGES

ROLL CALL AND ESTABLISH QUORUM

PUBLIC COMMENTS

Any citizen shall have a reasonable opportunity to be heard at any and all meetings of the City Council 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 Council'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 on 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's discretion. In addition, citizens may pool their allotted speaking time. To pool time, a speaker must present the names of three (3) individuals present in the audience who wish to yield their three 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 on the day prior to the meeting. Please include your full name, home or work address, and agenda item number. Written comments will be part of the official written record only. 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

CONSENT AGENDA

All the following items are considered self-explanatory by the Council and may be acted upon with one motion. There will be no separate discussion of these items unless a Councilmember or Citizen so requests. For a Citizen to request removal of an item from the Consent Agenda, a written request must be completed and submitted to the City Manager.

- [1.](#) Approval of Special City Council Meeting Minutes of July 14, 2022
- [2.](#) Approval of City Council Budget Workshop Minutes of July 25, 2022
- [3.](#) Approval of Financial Statements for May 2022
- [4.](#) Approval of Financial Statements for June 2022

REGULAR AGENDA

- [5.](#) Budget Workshop - Discussion and Take Appropriate Action on Draft 2 of Proposed Budget for Fiscal Year 2022 - 2023 (Rasco)
- [6.](#) Discuss and Take Appropriate Action to Fill the One Unexpired Term (term ending Nov. 2023) of Alternate Member of the Tree Board by Nomination of Terri Burney-Bisett and Appointment by the City Council (Rasco)
- [7.](#) Discuss and Take Appropriate Action to Fill the One Unexpired Term (term ending Nov. 2023) of Regular Member of the Ordinance Review Committee by Nomination of Steve Passalacqua (a Current Alternate Member) and Appointment by the City Council (Rasco)
- [8.](#) Discussion and Take Appropriate Action of a Councilmember to Serve as Council Liaison to the Planning and Zoning Commission (Grummert)
- [9.](#) Report on the Ordinance Review Committee Followed by Discussion and Possible Action on Providing Council Input as Requested by the Committee (Hines)
- [10.](#) Report on the Culture of Safe Driving Program followed by Discussion and Possible Action (Hines)
- [11.](#) Discuss and Take Appropriate Action of an Ordinance Adding Two Alternate Members to the Parks and Recreation Board (Grummert)
- [12.](#) Discuss and Take Appropriate Action on a Proposed Ordinance Amending the Code of Ordinances at Title XV ("Land Usage"), Chapter 156 ("Zoning") to Allow for Building Across Adjacent Lot Lines with Unified Ownership
- [13.](#) Report from Tree Board Liaison Councilmember Pulley on Recommendations from the Tree Board on the Proposed Ordinance to Replace Title IX ("General Regulations"), Chapter 91 ("Trees") Followed by Discussion and Possible Action by Council (Hines)
14. Executive Session for Discussion of Personnel Matters Pursuant to Chapter 551.074 of the Texas Government Code (Rasco)

ADJOURN

Executive sessions held during this meeting will generally take place in the City Manager's office, at the discretion of the City Council.

The City Council may retire to executive session any time between the meeting's opening and adjournment for the purpose of consultation with legal counsel pursuant to Chapter 551.071 of the Texas Government Code; discussion of personnel matters pursuant to Chapter 551.074 of the Texas Government Code; deliberation regarding real property pursuant to Chapter 551.072 of the Texas Government Code; deliberation regarding economic development negotiations pursuant to Chapter 551.087 of the Texas Government Code; and/or deliberation regarding the deployment, or specific occasions for implementation of security personnel or devices pursuant to Chapter 551.076 of the Texas Government Code. 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.

Attendance by Other Elected or Appointed Officials:

It is anticipated that members of other city board, commissions and/or committees may attend the meeting in numbers that may constitute a quorum of the other city boards, commissions and/or committees. Notice is hereby given that the meeting, to the extent required by law, is also noticed as a meeting of the other boards, commissions and/or committees of the City, whose members may be in attendance. The members of the boards, commissions and/or committees may participate in discussions on the same items listed on the agenda, which occur at the meeting, but no action will be taken by such in attendance unless such item and action is specifically provided for on an agenda for that board, commission or committee subject to the Texas Open Meetings Act.

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.

I certify that the above notice was posted on the 29th day of July 2022 at 11:15AM.

By: 

Suzanne J. MacKenzie, City Secretary

SPECIAL CITY COUNCIL MEETING (CITY HALL)
July 14, 2022; 4:30 PM
Woodcreek, Texas

MINUTES

CALL TO ORDER

Mayor Rasco called the meeting to order at 4:37PM after a delay due to technical difficulties.

MOMENT of SILENCE

PLEDGES

EDUCATIONAL WORKSHOP

Mr. Karl Flocke, a Woodland Ecologist of the Texas A&M Forest Service, gave a presentation on oak wilt and its prevention; there was a question and answer session as well. Mr. Flocke provided Texas Oak Wilt brochures which are available at City Hall.

ROLL CALL and ESTABLISH QUORUM

PRESENT

Mayor Jeff Rasco
Mayor Pro Tem Aurora F. LeBrun
Councilmember Chrys Grummert
Councilmember Debra Hines
Councilmember Brent H. Pulley

STAFF PRESENT

City Secretary Suzanne Mac Kenzie
City Attorney Bud Wymore
Administrative Assistant Maureen Mele

PUBLIC COMMENTS

A public comment submitted by Janet and Kent Kennedy was read. No other public comments were offered.

CONSENT AGENDA

Councilmember Grummert made a request to remove agenda item 1 and move it into the regular agenda.

- 2. Approval of City Council Meeting Minutes from June 8, 2022**
- 3. Approval of City Council Meeting Minutes from June 16, 2022**

Councilmember Grummert made a motion to approve consent agenda items 2 and 3. The motion was seconded by Councilmember Hines.

A roll call vote was held.

Voting Yea: Mayor Pro Tem LeBrun, Councilmember Grummert, Councilmember Hines, Councilmember Pulley

The motion carried with a 4-0-0 vote.

- 1. Approval of City Council Meeting Minutes from May 25, 2022**

Consent Agenda item 1 was addressed at this point. Councilmember Grummert had an inquiry about the agenda and it was answered by City Staff.

Councilmember Grummert made a motion to approve the meeting minutes of the City Council May 25, 2022 meeting. The motion was seconded by Councilmember Hines.

A roll call vote was held.

Voting Yea: Councilmember Grummert, Councilmember Hines, Councilmember Pulley, Mayor Pro Tem LeBrun

The motion carried with a 4-0-0 vote.

REGULAR AGENDA

4. Discuss and Take Appropriate Action on Finding Solutions for the Oak Wilt in Woodcreek (Grummert)

Councilmember Grummert made a motion that council creates an action plan to prevent further spread of oak wilt within the city. The motion was seconded by Councilmember Hines.

After discussion, an amendment was made by Councilmember Hines that the council send recommendations of an action plan to address oak wilt to the Tree Board which will include: i) the city looks into hiring a certified arborist, ii) creating a city map of oak wilt hot spots, iii) incentives to address oak wilt, iv) sending mailers to residents, and iv) Tree Board returns with a plan to the City Council.

The amendment was seconded by Councilmember Grummert.

A roll call vote on the amendment was held.

Voting Yea: Councilmember Hines, Councilmember Pulley, Mayor Pro Tem LeBrun, Councilmember Grummert

The amendment carried with a 4-0-0 vote.

A roll call vote on the original motion was held.

Voting Yea: Councilmember Pulley, Mayor Pro Tem LeBrun, Councilmember Grummert, Councilmember Hines

The motion carried with a 4-0-0 vote.

5. Discuss and Take Appropriate Action on the Resignation of City Councilmember Judy Brizendine and Nomination of a Replacement for the Term Ending Nov. 2022 (Rasco)

A motion was made by Mayor Pro Tem LeBrun to accept the resignation of Councilmember Judy Brizendine. The motion was seconded by Councilmember Pulley.

A roll call vote was held.

Voting Yea: Mayor Pro Tem LeBrun, Councilmember Grummert, Councilmember Hines, Councilmember Pulley

The motion carried with a 4-0-0 vote.

A motion was made by Mayor Pro Tem LeBrun to nominate Dr. Joe Kotarba to serve the unexpired city council term of Judy Brizendine. The motion was seconded by Councilmember Grummert.

A roll call vote was held.

Voting Yea: Councilmember Grummert, Councilmember Hines, Councilmember Pulley, Mayor Pro Tem LeBrun

The motion carried with a 4-0-0 vote.

6. Discuss and Take Appropriate Action on Adding Two (2) Alternate Positions to the Parks & Recreation Board of the Woodcreek City Council, Amending § 157.002 - PARKS AND RECREATION BOARD CREATED; DUTIES; PLAN (Rasco)

A motion was made by Councilmember Grummert to amend the wording to Chapter 157 as 157.001 - Parks and Recreation Board Created: Duties: Plan section (A) to read "The Parks and Recreation Board is hereby created. The Parks and Recreation Board shall consist of seven members: five regular members and two alternate members. Each of Woodcreek's five Councilmembers shall make one regular member appointment to the Parks and Recreation Board. The Mayor will make two alternate member appointments to the Parks and Recreation Board, specifically a first and second alternate. All appointments shall be confirmed by a majority vote of the City Council. In the event any Councilmembers or the Mayor refuses to make an appointment, the vacancy may be filled by the majority vote of the remaining members of the City Council. No member of the Parks and Recreation Board may be a present member of the City Council."

The motion was seconded by Councilmember Hines.

After discussion, Councilmember Hines made a motion to table agenda item 6 to the next meeting until the wording can be reflected upon. The motion was seconded by Mayor Pro Tem LeBrun.

A roll call vote was held.

Voting Yea: Councilmember Hines, Councilmember Pulley, Mayor Pro Tem LeBrun, Councilmember Grummert

The motion to table agenda item 6 until the next City Council meeting carried with a 4-0-0 vote.

7. Discuss and Take Appropriate Action on Naming Woodcreek Citizens to the Ordinance Review Committee (Rasco)

A motion was made by Councilmember Hines to appoint Randy Renter as a regular member of the Ordinance Review Committee. The motion was seconded by Councilmember Grummert.

A roll call vote was held.

Voting Yea: Councilmember Pulley, Mayor Pro Tem LeBrun, Councilmember Grummert, Councilmember Hines

The motion carried with a 4-0-0 vote.

A motion was made by Councilmember Grummert to appoint Donna Hector to the Ordinance Review Committee as a regular member. The motion was seconded by Councilmember Pulley.

A roll call vote was held.

Voting Yea: Mayor Pro Tem LeBrun, Councilmember Grummert, Councilmember Hines, Councilmember Pulley

The motion carried with a 4-0-0 vote.

A motion was made by Councilmember Grummert to approve Mayor Rasco's nomination of Steve Passalacqua to the Ordinance Review Committee as an alternate member. The motion was seconded by Mayor Pro Tem LeBrun.

A roll call vote was held.

Voting Yea: Councilmember Grummert, Councilmember Hines, Councilmember Pulley, Mayor Pro Tem LeBrun

The motion carried with a 4-0-0 vote.

8. Discuss and Take Appropriate Action on Naming Woodcreek Citizens to the Platinum Roads Panel. (Rasco)

This item was removed from the agenda by Mayor Rasco.

9. Report to Council on Recommendations from the Platinum Roads Panel (LeBrun)

Mayor Pro Tem LeBrun reported on June 16, 2022 meeting of the Platinum Roads Panel. She reported:

- they recommended to the City Council to repair, replace, and schedule maintenance of all roads
- use tax notes and possibly extend tax notes and possibly roll into a bond
- 2 and possibly 3 areas of drainage need to be addressed
- financial impact is unknown at this time.

10. Discuss and Take Appropriate Action on Recommendations from the Parks and Recreation Board Meeting of June 1, 2022 including: i) the recommendation of the name "Creeside Park" for the Property on Brookhollow Dr. (R49178), ii) City-Wide Spooktacular Event to be held on Sun. Oct. 30 from 4:30PM - 7PM at Quicksand Golf Course, iii) request for spending \$1,000 of the budget for the Spooktacular Event (Grummert)

A motion was made by Councilmember Grummert to accept the June 1, 2022 Parks and Recreation Board's recommendation of the date, time and location of the Spooktacular Event, and spending \$1,000, already budgeted towards that event. The motion was seconded by Councilmember Hines.

After discussion, a roll call vote was held.

Voting Yea: Councilmember Hines, Councilmember Pulley, Mayor Pro Tem LeBrun, Councilmember Grummert

The motion carried with a 4-0-0 vote.

11. Discuss and Take Appropriate Action on the Parks and Recreation Board LCRA Grant Proposal Recommendation for the Repair and Maintenance of Memorial Park and/or Making Augusta Park Bocci Ball Court ADA Accessible (Grummert)

A motion was made by Councilmember Grummert to accept the Parks and Rec Board recommendation for the LCRA Grant proposal.

After discussion, a roll call vote was held.

Voting Yea: Councilmember Pulley, Councilmember Grummert, Mayor Pro Tem LeBrun, Councilmember Hines

The motion carried with a 4-0-0 vote.

12. Discuss and Take Appropriate Action to Request the Parks and Recreation Board Consider Creating Certified Wildlife Habitats with the National Wildlife Federation in City Owned Parks (Grummert)

Councilmember Grummert requested that this agenda item be removed to refer the agenda item to the Parks and Recreation Board for recommendations. The motion was seconded by Councilmember Hines.

A roll call vote was held.

Voting Yea: Mayor Pro Tem LeBrun, Councilmember Grummert, Councilmember Hines, Councilmember Pulley

13. Discussion and Appropriate Action Regarding the Current City Resolution 2021-12-22-1 Setting the TIME and PLACE for Regular Council Meetings (Pulley)

A motion was made by Councilmember Hines to update Resolution 2021-12-22-1 that the City Council shall meet at City Hall or Camp Young Judaea. The motion was seconded by Councilmember Grummert.

After discussion, a roll call vote was held.

Voting Yea: Councilmember Grummert, Councilmember Hines, Councilmember Pulley, Mayor Pro Tem LeBrun

A motion was made by Councilmember Pulley to change the scheduled meeting time from 6:30PM to 5:45PM. The motion was seconded by Councilmember Hines.

After discussion, the motion was withdrawn by Councilmember Pulley.

14. Report and Discussion Regarding Traffic Enforcement Activities (Pulley)

Councilmember Pulley gave a report on traffic enforcement citing the information in the packet. Mayor Rasco commented that traffic calming will be part of the Land Use Workshop scheduled for July 27, 2022.

15. Discuss and Take Appropriate Action on the Woodcreek City Budget for Fiscal Year 2022-23 and Setting the Date for the First Budget Workshop (Rasco)

Mayor Rasco reported on the proposed budget for Fiscal Year 2022-23 and asked Councilmembers to submit additional budget items.

A motion was made by Councilmember Grummert to set the City Council Budget Workshop for Mon. July 25, 2022 at 2:00PM. The motion was seconded by Councilmember Hines.

Voting Yea: Councilmember Hines, Councilmember Pulley, Mayor Pro Tem LeBrun, Councilmember Grummert

16. Executive Session Pursuant to § 551.072 Deliberation Regarding Real Property (Rasco)

The Executive Session convened at 7:33PM.

The meeting reconvened at 9:01PM and Mayor Rasco reported that no action was taken at the Executive Session.

ADJOURN

Mayor Rasco adjourned the meeting at 9:02PM.

ATTEST:

Jeff Rasco, Mayor

Suzanne Mac Kenzie, City Secretary

CITY COUNCIL BUDGET WORKSHOP
July 25, 2022; 2:00 PM
Woodcreek, Texas

MINUTES

CALL TO ORDER

Mayor Rasco called the meeting to order at 2:00PM.

Agenda item 1 occurred at this time and Councilmember Joe Kotarba received the "Oath of Office" by Mayor Rasco at this time.

ROLL CALL AND ESTABLISH QUORUM

PRESENT

Mayor Jeff Rasco
Mayor Pro Tem Aurora F. LeBrun
Councilmember Chrys Grummert
Councilmember Debra Hines
Councilmember Brent H. Pulley

STAFF PRESENT

Administrative Assistant Maureen Mele

Councilmember Pulley exited the meeting at 2:04PM.

PUBLIC COMMENTS

A public comment submitted by Janet and Kent Kennedy was read by Mayor Rasco. No other public comments were offered.

REGULAR AGENDA

1. Swearing In of Councilmember Joe Kotarba

This agenda item was addressed immediately after the workshop was called to order.

2. Budget Workshop - Discussion and Take Appropriate Action on Proposed Budget for Fiscal Year 2022 - 2023 (Beginning Oct. 1, 2022 and Ending Sept. 30, 2023). Prioritize City Council Budget Requests. Prioritize City Boards, Commissions, Committees, and Panels Budget Requests.

Mayor Rasco called the FY 2022 - 2023 Budget Workshop to order at 2:07PM.

Discussion of the proposed budget for FY 2022 - 2023 was held with edits suggested.

The workshop recessed at 4:26PM and reconvened at 4:37PM.

Councilmember Hines moved to approved the draft budget with the edits as discussed. The motion was seconded by Councilmember Grummert.

A roll call vote was held.

Voting Yea: Mayor Pro Tem LeBrun, Councilmember Grummert, Councilmember Hines, Councilmember Kotarba

The motion carried with a 4-0-0 vote.

3. Discussion and Take Appropriate Action on Setting a Date and Time for a Public Hearing on the Proposed Budget for Fiscal Year 2022-2023

Councilmember Hines made a motion to hold the first Public Hearing on the proposed budget for FY 2022 - 2023 on August 31, 2022 at 2:00PM during a Special City Council Meeting. The motion was seconded by Councilmember Kotarba.

A roll call vote was held.

Voting Yea: Councilmember Kotarba, Councilmember Hines, Councilmember Grummert, Mayor Pro Tem LeBrun

The motion carried with a 4-0-0 vote.

4. Discussion and Take Appropriate Action on Setting a Date and Time for a Public Hearing on the Proposed Tax Rate for Fiscal Year 2022-2023

Councilmember Hines made a motion to hold the first Public Hearing on the proposed tax rate for FY 2022 - 2023 on August 31, 2022 at 2:00PM immediately after the Public Hearing on the budget. The motion was seconded by Councilmember Grummert.

A roll call vote was held.

Voting Yea: Councilmember Hines, Councilmember Grummert, Mayor Pro Tem LeBrun, Councilmember Kotarba

The motion carried with a 4-0-0 vote.

ADJOURN

Mayor Rasco adjourned the meeting at 6:39PM.

CITY OF WOODCREEK:

ATTEST:

Jeff Rasco, Mayor

Suzanne Mac Kenzie, City Secretary

Treasurer's Report
For the Period: October 2021 - May 2022

Percent Complete: 66.67%

Item 3.

	2021-2022				2020-2021			Y/Y Monthly Comparison			
	YTD	Budget	%		YTD	Budget	%	May-22	May-21	Difference	
Revenue											
3000 Ad Valorem Tax Revenue	-	-	n/a		-	-	n/a		-	-	-
3000.01 Ad Valorem Tax	340,465	349,000	98%		312,127	325,000	96%		4,105	3,999	105
3000.02 Delinquent Ad Valorem Tax	2,474	-	n/a		1,062	-	n/a		264	94	171
3000 Ad Valorem Tax Revenue	342,939	349,000	98%		313,190	325,000	96%		4,369	4,093	276
3005 State Sales Tax Revenue	58,169	80,000	73%		66,397	97,500	68%		7,556	7,857	(301)
3010 Mixed Beverage Tax & Fees Rev	766	1,500	51%		944	1,300	73%		125	116	10
3020 Electric Franchise Fee Revenue	23,837	34,000	70%		25,374	34,000	75%		-	-	-
3030 Cable Services Franchise Rev	26,067	30,000	87%		24,999	25,000	100%		8,523	7,957	567
3030.1 PEG - Cable Revenue	5,208	6,000	87%		5,005	5,010	100%		1,705	1,593	112
3030 Cable Services Franchise Rev	31,275	-			30,005	30,010	100%		10,228	9,550	678
3040 Water Service Franchise Revenue	90,436	100,000	90%		89,739	99,350	90%		-	-	-
3050 Disposal Service Franchise Rev	18,692	25,000	75%		16,246	22,000	74%		6,840	5,782	1,058
3060 Telephone Franchise Revenue	120	200	60%		147	200	74%		39	40	(1)
3070 Golf Course Franchise Revenue	500	500	100%		-	500	0%		-	-	-
3080 Reimbursements		6,000	0%		-	8,950	0%		-	-	-
3080.10 Engineerings	2,061	-	n/a		8,780	-	n/a		-	1,404	(1,404)
3080.20 Legal	-	-	n/a		-	-	n/a		-	-	-
3080.30 Admin	-	-	n/a		-	-	n/a		-	-	-
3080 Reimbursements	2,061	6,000	34%		8,780	8,950	98%		-	1,404	(1,404)
3090 Development Revenue	-	-	n/a		-	-	n/a		-	-	-
3090.01 Residential	-	-	n/a		-	-	n/a		-	-	-
3090.011 New Home Permits	5,000	5,000	100%		16,000	20,000	80%		-	-	-
3090.012 Other Permits	6,860	11,000	62%		8,214	12,000	68%		707	975	(268)
3090.013 Inspections	7,997	17,000	47%		15,193	21,000	72%		325	1,865	(1,541)
3090.02 Commercial	3,234	5,000	65%		3,250	5,000	65%		-	-	-
3090.03 Other	-	80	0%		550	700	79%		-	-	-
3090.031 Subdivisions/Plats/Re-Plats	-	5,000	0%		8,475	12,850	66%		-	6,375	(6,375)
Total 3090 Development Revenue	23,090	43,080	54%		51,682	71,550	72%		1,032	9,215	(1,809)
3093 Liquor License Revenue	-	1,310	0%		-	1,310	0%		-	-	-
3095 Sign Fees	390	700	56%		175	400	44%		-	35	(35)
4000 Interest Income	1,479	1,000	148%		1,106	1,300	85%		601	107	493
4010 Other Revenue	12,369	700	1767%		370	700	53%		4,754	50	4,704
4010.1 Coupons	-	-	n/a		-	-	n/a		-	-	-
4010 Other Revenue	12,369	700	1767%		370	700	53%		4,754	50	4,704
4015 Oak Wilt Containment	-	-	n/a		-	-	n/a		-	-	-
4020 Municipal Court Revenue	901	1,500	60%		-	3,000	0%		800	-	800
4035 TDEM DR-4485 Revenue	213,021	-	n/a		74,228	74,230	100%		-	-	-
4040 Donations Received	-	6,180	0%		5,000	5,000	100%		-	-	-
4040.02 Park Donations	1,180	-	n/a		-	-	n/a		-	-	-
Total Donations Received	1,180	6,180	19%		5,000	-	#DIV/0!		-	-	-
4050 General Fund Transfer	-	-	n/a		-	-	n/a		-	-	-
Billable Expenditure Revenue	-		n/a		-		n/a		-	-	-
Markup	-		n/a		-		n/a		-	-	-
Services	-		n/a		-		n/a		-	-	-
Shipping Revenue	-		n/a		-		n/a		-	-	-
Uncategorized Revenue	-		n/a		-		n/a		-	-	-
Total Revenue	821,223	686,670	120%		683,382	776,300	88%		36,344	38,249	6,278
Expenditures											
5000 Personnel Services	-	-	n/a		-	-	n/a		-	-	-
5000.01 Salaries and Wages	132,657	208,500	64%		117,212	185,000	63%		15,786	14,828	958
5000.02 Ins Expense Reimbursement	5,967	8,600	69%		5,743	8,620	67%		763	718	45
5000.03 City Manager Vehicle Reimbursen	4,000	6,000	67%		4,000	6,000	67%		500	500	-
5000.05 Elected Official Pay	-	-	n/a		-		n/a		-	-	-
5000.20 Payroll Tax Expense	-	-	n/a		-		n/a		-	-	-
5000.21 FICA/OASDI	9,665	16,410	59%		9,278	15,440	60%		1,246	1,173	73
5000.22 Unemployment Insurance	913	500	183%		427	500	85%		3	-	3
5000.20 Payroll Tax Expense	10,578	16,910	63%		9,705	15,940	61%		1,249	1,173	76
5000.40 Retirement	14,536	22,190	66%		12,123	19,390	63%		1,800	1,617	182
5000.50 Direct Deposit Expense	-	-	n/a		-	-	n/a		-	-	-
5000.51 Health Insurance Stipend	-	-	n/a		-	-	n/a		-	-	-
Total 5000 Personnel Services	167,739	262,200	64%		148,783	234,950	63%		20,097	18,836	1,261
5500 Office Expenses	-	-	n/a		-	-	n/a		-	-	-
5500.05 Bank Fees & Charges	-	-	n/a		-	-	n/a		-	-	-
5500.10 City Hall Maintenance / Repairs	551	4,000	14%		2,381	5,000	48%		40	240	(200)
5500.20 Cleaning Costs	1,000	1,500	67%		1,000	1,500	67%		125	125	-
5500.30 IT & Radio Expenses	10,461	15,000	70%		8,399	10,000	84%		-	527	(5

	2021-2022				2020-2021			Y/Y Monthly Comparison			Item 3.
	YTD	Budget	%		YTD	Budget	%	May-22	May-21	D	
5500.40 Newsletter	-	-	n/a		-	-	n/a	-	-	-	
5500.50 Office Supplies	3,672	4,000	92%		2,513	4,000	63%	602	217	384	
5500.60 Postage & Shipping	1,748	2,100	83%		1,041	2,020	52%	479	-	479	
5500.61 Printing & Reproduction	2,975	4,000	74%		2,927	4,000	73%	616	332	284	
5500.62 Printing Cost Newspaper	223	2,000	11%		543	1,000	54%	-	-	-	
5500.70 Storage Rental	-	-	n/a		-	-	n/a	-	-	-	
5500.80 Software & Subscriptions	4,538	15,000	30%		3,311	13,000	25%	198	166	32	
Total 5500 Office Expenses	25,169	47,600	53%		22,114	40,520	55%	2,059	1,607	452	
6000 Professional Services	-	-	n/a		-	-	n/a	-	-	-	
6000.01 Audit Expense	-	12,000	0%		9,896	9,900	100%	-	9,896	(9,896)	
6000.10 Codification	-	4,000	0%		2,161	4,000	54%	-	-	-	
6000.11 Contract Labor	-	6,500	0%		6,105	8,000	76%	-	820	(820)	
6000.15 Engineering	11,270	10,000	113%		4,355	10,000	44%	5,455	1,589	3,866	
6000.16 Mapping	-	-	n/a		-	-	n/a	-	-	-	
6000.17 Engineering Reimbursable	9,847	4,000			3,359			7,338	1,691		
6000.15 Engineering	21,117	14,000	151%		7,713	10,000	77%	12,793	3,280	3,866	
6000.20 Legal Expenses	-	-	n/a		-	-	n/a	-	-	-	
6000.21 General	25,490	65,000	39%		17,480	30,000	58%	3,500	1,300	2,200	
6000.22 Legal Reimbursable	2,540	3,000	85%		2,980	4,000	75%	-	-	-	
6000.23 Litigation	7,320	15,000	49%		19,147	50,000	38%	-	4,640	(4,640)	
6000.25 Special Cases	36,228	22,000	165%		4,423	10,000	44%	28,470	2,768	25,702	
6000.26 Elected Body Legal	2,290	-	n/a		-	-	n/a	-	-	-	
6000.20 Legal Expenses	73,868	105,000	70%		44,030	94,000	47%	31,970	8,708	23,262	
6000.30 IT Services	9,325	14,500	64%		8,816	14,500	61%	1,189	1,170	19	
6000.40 Accounting	9,890	15,000	66%		8,774	15,000	58%	1,369	1,295	74	
6000.50 Law Enforcement	13,689	8,160	168%		15,913	63,660	25%	12,249	-	12,249	
Total 6000 Professional Services	127,888	179,160	71%		103,409	219,060	47%	59,569	25,168	28,754	
6500 Area Care/Maintenance	-	-	n/a		-	-	n/a	-	-	-	
6500.01 Deer Removal	1,350	1,000	135%		525	1,000	53%	75	150	(75)	
6500.15 Mowing	1,500	2,000	75%		120	1,000	12%	-	-	-	
6500.20 Oak Wilt Containment	-	15,000	0%		-	1,000	0%	-	-	-	
6500.21 Greenspace Maintenance	1,336	-	n/a		2,951	-	n/a	-	2,125	(2,125)	
6500.22 Landscape Maintenance	6,885	10,000	69%		3,500	10,000	35%	2,125	-	2,125	
6500.23 Contract Services	-	2,000	0%		703	1,500	47%	-	-	-	
6500.24 Playground Maintenance	-	30,000	0%		-	-	n/a	-	-	-	
6500.25 ROW Tree Trimming	-	7,500	0%		15,150	15,200	100%	-	-	-	
6500.26 Holiday Decorations	262	2,000	13%		1,579	2,000	79%	-	-	-	
6500.30 Street Maintenance	7,515	20,000	38%		10,591	50,000	21%	2,522	45	2,477	
6500.31 Street Signs	3,999	4,000	100%		1,463	4,000	37%	1,242	86	1,157	
6500.35 Storm Damage Reserve	-	1,000	0%		-	1,000	0%	-	-	-	
6500.40 Tree Limb Pick-Up	-	-	n/a		-	-	n/a	-	-	-	
6500.50 Equipment Maintenance	2,086	4,000	52%		135	1,000	13%	-	13	(13)	
6500.60 Water Quality Testing CCWPP	620	2,000	31%		1,034	1,500	69%	-	-	-	
Total 6500 Area Care/Maintenance	25,552	100,500	25%		37,750	89,200	42%	5,964	2,419	3,545	
7000 Other Operating Expenses	-	-	n/a		-	-	n/a	-	-	-	
7000.01 Ad Valorem Tax Expense	2,046	4,060	50%		2,907	3,800	77%	-	917	(917)	
7000.02 Building Inspections	9,190	12,550	73%		12,260	18,000	68%	775	1,485	(710)	
7000.03 Code Compliance	774	1,500	52%		-	1,500	0%	-	-	-	
7000.04 Dues & Membership	2,311	3,000	77%		2,251	3,000	75%	891	-	891	
7000.05 Election Expense	1,065	1,200	89%		2,124	2,200	97%	-	-	-	
7000.06 TML Dues	591	600	99%		591	600	99%	-	-	-	
7000.10 Depreciation Expense	-	-	n/a		-	-	n/a	-	-	-	
7000.15 Meeting Expense	6,521	5,000	130%		3,079	5,000	62%	996	264	732	
7000.20 Public Notices	822	3,000	27%		1,196	3,000	40%	-	145	(145)	
7000.30 Travel & Vehicle Exp Reimb.	4,898	5,000	98%		507	2,000	25%	73	152	(79)	
7000.31 Elected Official Travel	-	2,000	0%		-	1,000	0%	-	-	-	
7000.40 Training & Prof Development	-	-	n/a		-	-	n/a	-	-	-	
7000.41 Elected Body	1,165	2,500	47%		3,000	4,000	75%	190	200	(10)	
7000.42 Staff	3,851	5,000	77%		1,215	3,000	41%	-	50	(50)	
7000.50 Community Relations	1,490	6,000	25%		1,040	5,000	21%	-	-	-	
Total 7000 Other Operating Expenses	34,723	51,410	68%		30,170	52,100	58%	2,925	3,213	(227)	
7500 Utilities	-	-	n/a		-	-	n/a	-	-	-	
7500.10 City Hall Utilities	-	3,500	0%		-	3,200	0%	-	-	-	
7500.11 Electric	1,192	-	n/a		1,109	-	n/a	140	128	12	
7500.12 Water	955	-	n/a		954	-	n/a	118	119	(1)	
7500.10 City Hall Utilities	2,147	3,500	61%		2,063	3,200	64%	258	247	11	
7500.20 Outdoor Utilities	-	4,250	0%		-	4,000	0%	-	-	-	
7500.21 Electric	877	-	n/a		854	-	n/a	109	106	2	
7500.22 Water	1,069	-	n/a		1,094	-	n/a	129	137	(8)	
7500.20 Outdoor Utilities	1,946	4,250	46%		1,948	4,000	49%	237	243	(6)	
7500.30 Telephone & Internet	3,612	6,200	58%		2,956	5,500	54%	457	407	50	
Total 7500 Utilities	7,705	13,950	55%		6,967	12,700	55%	953	897	56	
7600 Insurance	4,592	-	n/a		3,413	-	n/a	-	-	-	

	2021-2022				2020-2021			Y/Y Monthly Comparison			Item 3.
	YTD	Budget	%		YTD	Budget	%	May-22	May-21	D	
6010 Health Insurance (deleted)	-	-	n/a		-	-	n/a	-	-	-	
7600.01 TML Insurance	200	4,600	4%		-	3,520	0%	200	-	200	
7600 Insurance	4,792	4,600	104%		3,413	3,520	97%	200	-	200	
7700 TDEM DR-4485 Expenditures	-	-	n/a		-	-	n/a	-	-	-	
8020 Municipal Court Costs	-	-	n/a		-	-	n/a	-	-	-	
8020.20 MC Judge	600	3,600	17%		2,400	3,600	67%	-	300	(300)	
8020.25 Misc. Court Costs	-	2,500	0%		100	1,000	10%	-	-	-	
8020.30 Prosecutor	2,540	3,000	85%		-	2,500	0%	-	-	-	
8020.35 Court Bailiff	-	750	0%		-	750	0%	-	-	-	
8020.40 State Comptroller Costs	(45)	700	-6%		-	700	0%	-	-	-	
8020.41 Supplies	67	200	34%		-	200	0%	-	-	-	
8020.60 Public Safety	-	-	n/a		-	-	n/a	-	-	-	
Total 8020 Municipal Court Costs	3,162	10,750	29%		2,500	8,750	29%	-	300	(300)	
8900 Miscellaneous	5,000	120,650	4%		-	-	n/a	-	-	-	
8900.10 Reconciliation Discrepancies	-	-	n/a		-	-	n/a	-	-	-	
8900.20 Contingency Reserve	-	50,000	0%		-	50,000	0%	-	-	-	
8900.30 Projects	16,709	-	n/a		35,575	70,000	51%	8,827	-	8,827	
8900.40 Engineering Services – Street Projects	21,588	15,000	144%		37,478	60,000	62%	-	5,183	(5,183)	
Total 8900 Miscellaneous	43,297	185,650	23%		73,053	180,000	41%	8,827	5,183	3,644	
9077 General Fund Accrual	-	(169,150)	0%		-	(64,500)	0%	-	-	-	
Unapplied Cash Bill Payment Expenditure	-	-	n/a		-	-	n/a	-	-	-	
Uncategorized Expenditure											
Total Expenditures	440,027	686,670	64%		428,159	776,300	55%	100,594	57,622	37,325	
Net Operating Revenue	381,197	-	n/a		255,224	-	n/a	(64,250)	(19,373)	(31,047)	
Other Revenue											
4019 Proceeds from Capital Leases	-	-	n/a		-	-	n/a	-	-	-	
9810.01 Sinking Fund Revenue	207,281	-	n/a		200,276	-	n/a	2,641	2,623	18	
8500 Capital Improvement Income	0	-	n/a		0	-	n/a	0	0	0	
Total Other Revenue	207,281	-	n/a		200,276	-	n/a	2,641	2,623	18	
Other Expenditures											
8500.25 Capital Improvement Expense	-	-	n/a		-	-	n/a	-	-	-	
9001 Capital Lease Principal	-	-	n/a		-	-	n/a	-	-	-	
9002 Interest on Capital Lease	-	-	n/a		-	-	n/a	-	-	-	
9005 Bond Interest Paid	-	-	n/a		-	-	n/a	-	-	-	
9800.01 Capital Expenditures - CY	-	-	n/a		-	-	n/a	-	-	-	
9800.1 Capital Project Expenditures - FY	-	-	n/a		-	-	n/a	-	-	-	
9800.11 2017 Street Improvements	-	-	n/a		-	-	n/a	-	-	-	
9800.12 2017 Street Improvements Legal	-	-	n/a		-	-	n/a	-	-	-	
9800.13 2021 Street Improvements	387,916	-	n/a		-	-	n/a	-	-	-	
9810.02 Sinking Fund Interest & Fees	5,784	-	n/a		7,169	-	n/a	-	-	-	
9810.03 Sinking Fund Principal	207,000	-	n/a		195,000	-	n/a	-	-	-	
9800.02 Other Miscellaneous Expenditure	(417,633)	-	n/a		(5,300)	-	n/a	-	-	-	
9888 Reconciliation Discrepancies	-	-	n/a		-	-	n/a	-	-	-	
Total Other Expenditures	183,067	-	n/a		196,869	-	n/a	-	-	-	
Net Other Revenue	24,214	-	n/a		3,407	-	n/a	2,641	2,623	18	
Net Revenue	405,411	-	n/a		258,631	-	n/a	(61,609)	(16,750)	(31,029)	

The City of Woodcreek

Item 3.

Statement of Financial Position

As of May 31, 2022

	TOTAL
ASSETS	
Current Assets	
Bank Accounts	
1003.1 Municipal Court Petty Cash	100.00
1007 TX Regional 061, Operating	520,137.27
1007.1 Tree Fund	4,753.66
1007.5 Municipal Court Funds In Operating Account	-22,127.77
1007.51 MC General Fund	22,082.44
1007.52 MC Security Fund	19.45
1007.53 MC Tech Fund	25.88
Total 1007.5 Municipal Court Funds In Operating Account	0.00
Total 1007 TX Regional 061, Operating	524,890.93
1008 TX Regional 053, Investment	0.00
1008.2 PEG Funds	13,896.81
1008.3 Reserve Funds	165,540.98
1008.4 American Rescue Act Funds	212,735.28
Total 1008 TX Regional 053, Investment	392,173.07
1009 TX Regional 095, Bond Proceeds	146.59
1011 TX Regional 819, Payroll Account	10,000.00
1020 Investment Account - Class 0001	478,169.95
Total Bank Accounts	\$1,405,480.54

Other Current Assets	
1120 Delinquent Taxes Receivable (CPA)	9,191.35
1120.01 1120.01-CPA Debt Service	3,634.21
1121 Allowance for Uncollectible (CPA)	-1,378.65
1121.01 1121.01-CPA Debt Service	-545.58
1124 Sales Tax Receivable (CPA)	13,189.82
1150 Due From Capital Project Funds To Operating	167,425.08
Total Other Current Assets	\$191,516.23
Total Current Assets	\$1,596,996.77
Fixed Assets	
1200 Office Furniture / Equipment	35,704.46
1225 Land	37,850.00
1226 Building & Improvements	130,602.00
1226.1 Cedar Fence/Enclosure (in svc 10/21/21)	7,702.50
1227 Street Pavement 2013	144,126.00
1228 Street Improvements 2017	1,489,691.00
1229 Street Improvements 2021	409,930.76
1231 Storage Building	9,055.00
1235.1 Kawasaki Mule 2016	7,840.64
1240 Accumulated Depreciation - All	-195,372.00
Total Fixed Assets	\$2,077,130.36
Other Assets	
1250 Deferred Revenue (CPA)	-7,813.11
1250.01 1250.01-CPA Debt Service	-3,088.63
1599 1599-CPA Due From General Fund	25,047.75
Total Other Assets	\$14,146.01
TOTAL ASSETS	\$3,688,273.14

LIABILITIES AND EQUITY

Liabilities

Current Liabilities

Other Current Liabilities

1900.5 Accounts Payable (Auditor Adjustments)	19,168.60
2021 Accrued Wages Payable (Audit Adjs CPA)	9,176.37
2400 Due To Operating From Capital Project Funds	167,425.08
2599 2599-CPA Due To Debt Service Fund	25,047.75

Total Other Current Liabilities	\$220,817.80
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Total Current Liabilities	\$220,817.80
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Total Liabilities	\$220,817.80
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Equity

9997 Net Investment In Capital Assets	144,132.96
9998 Opening Balance Equity	333,537.47
9999 Retained Earnings	2,567,200.07
9999-debtsvc-cpa Retained Earnings Debt Svc Audit CPA	17,174.31
Net Revenue	405,410.53

Total Equity	\$3,467,455.34
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TOTAL LIABILITIES AND EQUITY	\$3,688,273.14
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Treasurer's Report
For the Period: October 2021 - June 2022

Percent Complete: 75%

Item 4.

	2021-2022				2020-2021			Y/Y Monthly Comparison			
	YTD	Budget	%		YTD	Budget	%	Jun-22	Jun-21	Difference	
Revenue											
3000 Ad Valorem Tax Revenue	-	-	n/a		-	-	n/a		-	-	-
3000.01 Ad Valorem Tax	348,269	349,000	100%		318,084	325,000	98%		7,804	5,957	1,847
3000.02 Delinquent Ad Valorem Tax	2,983	-	n/a		1,326	-	n/a		508	263	245
3000 Ad Valorem Tax Revenue	351,252	349,000	101%		319,410	325,000	98%		8,313	6,220	2,092
3005 State Sales Tax Revenue	65,219	80,000	82%		73,384	97,500	75%		7,051	6,987	64
3010 Mixed Beverage Tax & Fees Rev	947	1,500	63%		1,092	1,300	84%		182	148	34
3020 Electric Franchise Fee Revenue	23,837	34,000	70%		25,374	34,000	75%		-	-	-
3030 Cable Services Franchise Rev	26,067	30,000	87%		24,999	25,000	100%		-	-	-
3030.1 PEG - Cable Revenue	5,208	6,000	87%		5,005	5,010	100%		-	-	-
3030 Cable Services Franchise Rev	31,275	-			30,005	30,010	100%		-	-	-
3040 Water Service Franchise Revenue	90,436	100,000	90%		89,739	99,350	90%		-	-	-
3050 Disposal Service Franchise Rev	18,692	25,000	75%		16,246	22,000	74%		-	-	-
3060 Telephone Franchise Revenue	120	200	60%		147	200	74%		-	-	-
3070 Golf Course Franchise Revenue	500	500	100%		-	500	0%		-	-	-
3080 Reimbursements		6,000	0%		-	8,950	0%		-	-	-
3080.10 Engineerings	2,061	-	n/a		8,932	-	n/a		-	152	(152)
3080.20 Legal	-	-	n/a		-	-	n/a		-	-	-
3080.30 Admin	-	-	n/a		-	-	n/a		-	-	-
3080 Reimbursements	2,061	6,000	34%		8,932	8,950	100%		-	152	(152)
3090 Development Revenue	-	-	n/a		-	-	n/a		-	-	-
3090.01 Residential	-	-	n/a		1,000	-	n/a		-	1,000	(1,000)
3090.011 New Home Permits	6,000	5,000	120%		17,000	20,000	85%		1,000	1,000	-
3090.012 Other Permits	7,160	11,000	65%		9,114	12,000	76%		300	900	(600)
3090.013 Inspections	7,997	17,000	47%		17,909	21,000	85%		-	2,717	(2,717)
3090.02 Commercial	3,234	5,000	65%		3,250	5,000	65%		-	-	-
3090.03 Other	-	80	0%		550	700	79%		-	-	-
3090.031 Subdivisions/Plats/Re-Plats	-	5,000	0%		8,475	12,850	66%		-	-	-
Total 3090 Development Revenue	24,390	43,080	57%		57,298	71,550	80%		1,300	5,617	(4,317)
3093 Liquor License Revenue	1,388	1,310	106%		1,310	1,310	100%		1,388	1,310	78
3095 Sign Fees	425	700	61%		200	400	50%		35	25	10
4000 Interest Income	2,464	1,000	246%		1,147	1,300	88%		985	41	945
4010 Other Revenue	12,369	700	1767%		460	700	66%		-	90	(90)
4010.1 Coupons	-	-	n/a		-	-	n/a		-	-	-
4010 Other Revenue	12,369	700	1767%		460	700	66%		-	90	(90)
4015 Oak Wilt Containment	-	-	n/a		-	-	n/a		-	-	-
4020 Municipal Court Revenue	901	1,500	60%		1,804	3,000	60%		-	1,804	(1,804)
4035 TDEM DR-4485 Revenue	213,021	-	n/a		74,228	74,230	100%		-	-	-
4040 Donations Received	-	6,180	0%		5,000	5,000	100%		-	-	-
4040.02 Park Donations	1,180	-	n/a		-	-	n/a		-	-	-
Total Donations Received	1,180	6,180	19%		5,000	-	#DIV/0!		-	-	-
4050 General Fund Transfer	-	-	n/a		-	-	n/a		-	-	-
Billable Expenditure Revenue	-		n/a		-		n/a		-	-	-
Markup	-		n/a		-		n/a		-	-	-
Services	-		n/a		-		n/a		-	-	-
Shipping Revenue	-		n/a		-		n/a		-	-	-
Uncategorized Revenue	-		n/a		-		n/a		-	-	-
Total Revenue	840,476	686,670	122%		705,776	776,300	91%		19,253	22,394	(3,141)
Expenditures											
5000 Personnel Services	-	-	n/a		-	-	n/a		-	-	-
5000.01 Salaries and Wages	148,818	208,500	71%		132,091	185,000	71%		16,161	14,880	1,281
5000.02 Ins Expense Reimbursement	6,729	8,600	78%		6,461	8,620	75%		763	718	45
5000.03 City Manager Vehicle Reimburs	4,500	6,000	75%		4,500	6,000	75%		500	500	-
5000.05 Elected Official Pay	-	-	n/a		-		n/a		-	-	-
5000.20 Payroll Tax Expense	-	-	n/a		-		n/a		-	-	-
5000.21 FICA/OASDI	10,940	16,410	67%		10,455	15,440	68%		1,275	1,177	98
5000.22 Unemployment Insurance	917	500	183%		427	500	85%		4	-	4
5000.20 Payroll Tax Expense	11,856	16,910	70%		10,881	15,940	68%		1,278	1,177	102
5000.40 Retirement	16,354	22,190	74%		13,746	19,390	71%		1,818	1,623	195
5000.50 Direct Deposit Expense	-	-	n/a		-	-	n/a		-	-	-
5000.51 Health Insurance Stipend	-	-	n/a		-	-	n/a		-	-	-
Total 5000 Personnel Services	188,258	262,200	72%		167,679	234,950	71%		20,519	18,897	1,623
5500 Office Expenses	-	-	n/a		-	-	n/a		-	-	-
5500.05 Bank Fees & Charges	-	-	n/a		-	-	n/a		-	-	-
5500.10 City Hall Maintenance / Repairs	654	4,000	16%		2,388	5,000	48%		104	7	97
5500.20 Cleaning Costs	1,125	1,500	75%		1,125	1,500	75%		125	125	-
5500.30 IT & Radio Expenses	10,461	15,000	70%		9,650	10,000	96%		-	1,251	(1,251)

	2021-2022				2020-2021			Y/Y Monthly Comparison			Item 4.
	YTD	Budget	%		YTD	Budget	%	Jun-22	Jun-21	Diff	
5500.40 Newsletter	-	-	n/a		-	-	n/a	-	-	-	
5500.50 Office Supplies	4,326	4,000	108%		2,693	4,000	67%	653	180	473	
5500.60 Postage & Shipping	1,748	2,100	83%		1,041	2,020	52%	-	-	-	
5500.61 Printing & Reproduction	3,259	4,000	81%		3,158	4,000	79%	284	231	53	
5500.62 Printing Cost Newspaper	223	2,000	11%		543	1,000	54%	-	-	-	
5500.70 Storage Rental	-	-	n/a		-	-	n/a	-	-	-	
5500.80 Software & Subscriptions	6,240	15,000	42%		10,476	13,000	81%	1,702	7,165	(5,464)	
Total 5500 Office Expenses	28,036	47,600	59%		31,074	40,520	77%	2,867	8,960	(6,092)	
6000 Professional Services	-	-	n/a		-	-	n/a	-	-	-	
6000.01 Audit Expense	11,990	12,000	100%		9,896	9,900	100%	11,990	-	11,990	
6000.10 Codification	2,831	4,000	71%		3,239	4,000	81%	2,831	1,078	1,753	
6000.11 Contract Labor	-	6,500	0%		6,105	8,000	76%	-	-	-	
6000.15 Engineering	11,967	10,000	120%		4,940	10,000	49%	698	586	112	
6000.16 Mapping	-	-	n/a		-	-	n/a	-	-	-	
6000.17 Engineering Reimbursable	9,905	4,000			3,428			58	69	(12)	
6000.15 Engineering	21,872	14,000	156%		8,368	10,000	84%	755	655	101	
6000.20 Legal Expenses	-	-	n/a		-	-	n/a	-	-	-	
6000.21 General	25,490	65,000	39%		18,560	30,000	62%	-	1,080	(1,080)	
6000.22 Legal Reimbursable	2,540	3,000	85%		2,980	4,000	75%	-	-	-	
6000.23 Litigation	7,320	15,000	49%		21,687	50,000	43%	-	2,540	(2,540)	
6000.25 Special Cases	36,228	22,000	165%		4,423	10,000	44%	-	-	-	
6000.26 Elected Body Legal	2,290	-	n/a		-	-	n/a	-	-	-	
6000.20 Legal Expenses	73,868	105,000	70%		47,650	94,000	51%	-	3,620	(3,620)	
6000.30 IT Services	10,823	14,500	75%		9,986	14,500	69%	1,498	1,170	329	
6000.40 Accounting	11,074	15,000	74%		9,764	15,000	65%	1,184	990	194	
6000.50 Law Enforcement	14,169	8,160	174%		15,913	63,660	25%	480	-	480	
Total 6000 Professional Services	146,627	179,160	82%		110,921	219,060	51%	18,739	7,512	11,227	
6500 Area Care/Maintenance	-	-	n/a		-	-	n/a	-	-	-	
6500.01 Deer Removal	1,425	1,000	143%		600	1,000	60%	75	75	-	
6500.15 Mowing	1,875	2,000	94%		200	1,000	20%	375	80	295	
6500.20 Oak Wilt Containment	-	15,000	0%		-	1,000	0%	-	-	-	
6500.21 Greenspace Maintenance	1,336	-	n/a		3,202	-	n/a	-	251	(251)	
6500.22 Landscape Maintenance	6,885	10,000	69%		3,500	10,000	35%	-	-	-	
6500.23 Contract Services	-	2,000	0%		703	1,500	47%	-	-	-	
6500.24 Playground Maintenance	-	30,000	0%		-	-	n/a	-	-	-	
6500.25 ROW Tree Trimming	-	7,500	0%		15,150	15,200	100%	-	-	-	
6500.26 Holiday Decorations	262	2,000	13%		1,579	2,000	79%	-	-	-	
6500.30 Street Maintenance	10,165	20,000	51%		10,791	50,000	22%	2,651	200	2,451	
6500.31 Street Signs	4,056	4,000	101%		1,726	4,000	43%	57	263	(206)	
6500.35 Storm Damage Reserve	-	1,000	0%		-	1,000	0%	-	-	-	
6500.40 Tree Limb Pick-Up	-	-	n/a		-	-	n/a	-	-	-	
6500.50 Equipment Maintenance	2,110	4,000	53%		152	1,000	15%	24	18	6	
6500.60 Water Quality Testing CCWPP	620	2,000	31%		1,034	1,500	69%	-	-	-	
Total 6500 Area Care/Maintenance	28,734	100,500	29%		38,637	89,200	43%	3,181	887	2,295	
7000 Other Operating Expenses	-	-	n/a		-	-	n/a	-	-	-	
7000.01 Ad Valorem Tax Expense	2,990	4,060	74%		2,907	3,800	77%	943	-	943	
7000.02 Building Inspections	10,020	12,550	80%		14,360	18,000	80%	830	2,100	(1,270)	
7000.03 Code Compliance	774	1,500	52%		-	1,500	0%	-	-	-	
7000.04 Dues & Membership	2,311	3,000	77%		2,336	3,000	78%	-	85	(85)	
7000.05 Election Expense	1,065	1,200	89%		2,124	2,200	97%	-	-	-	
7000.06 TML Dues	591	600	99%		591	600	99%	-	-	-	
7000.10 Depreciation Expense	-	-	n/a		-	-	n/a	-	-	-	
7000.15 Meeting Expense	6,591	5,000	132%		3,079	5,000	62%	71	-	71	
7000.20 Public Notices	879	3,000	29%		1,202	3,000	40%	57	5	52	
7000.30 Travel & Vehicle Exp Reimb.	4,626	5,000	93%		794	2,000	40%	(272)	288	(559)	
7000.31 Elected Official Travel	-	2,000	0%		-	1,000	0%	-	-	-	
7000.40 Training & Prof Development	-	-	n/a		-	-	n/a	-	-	-	
7000.41 Elected Body	1,165	2,500	47%		3,000	4,000	75%	-	-	-	
7000.42 Staff	2,461	5,000	49%		975	3,000	33%	(1,390)	(240)	(1,150)	
7000.50 Community Relations	1,901	6,000	32%		1,111	5,000	22%	411	71	340	
Total 7000 Other Operating Expenses	35,374	51,410	69%		32,479	52,100	62%	651	2,309	(1,658)	
7500 Utilities	-	-	n/a		-	-	n/a	-	-	-	
7500.10 City Hall Utilities	-	3,500	0%		-	3,200	0%	-	-	-	
7500.11 Electric	1,381	-	n/a		1,245	-	n/a	189	137	52	
7500.12 Water	1,073	-	n/a		1,072	-	n/a	118	118	-	
7500.10 City Hall Utilities	2,454	3,500	70%		2,318	3,200	72%	307	255	52	
7500.20 Outdoor Utilities	-	4,250	0%		-	4,000	0%	-	-	-	
7500.21 Electric	986	-	n/a		961	-	n/a	109	106	2	
7500.22 Water	1,198	-	n/a		1,227	-	n/a	129	132	(4)	
7500.20 Outdoor Utilities	2,184	4,250	51%		2,187	4,000	55%	238	239	(1)	
7500.30 Telephone & Internet	4,069	6,200	66%		3,363	5,500	61%	457	407	50	
Total 7500 Utilities	8,707	13,950	62%		7,868	12,700	62%	1,002	901	101	
7600 Insurance	4,592	-	n/a		3,413	-	n/a	-	-	-	

	2021-2022				2020-2021			Y/Y Monthly Comparison			Item 4.
	YTD	Budget	%		YTD	Budget	%	Jun-22	Jun-21	D	
6010 Health Insurance (deleted)	-	-	n/a		-	-	n/a	-	-	-	
7600.01 TML Insurance	200	4,600	4%		-	3,520	0%	-	-	-	
7600 Insurance	4,792	4,600	104%		3,413	3,520	97%	-	-	-	
7700 TDEM DR-4485 Expenditures	-	-	n/a		-	-	n/a	-	-	-	
8020 Municipal Court Costs	-	-	n/a		-	-	n/a	-	-	-	
8020.20 MC Judge	600	3,600	17%		2,700	3,600	75%	-	300	(300)	
8020.25 Misc. Court Costs	-	2,500	0%		150	1,000	15%	-	50	(50)	
8020.30 Prosecutor	2,540	3,000	85%		-	2,500	0%	-	-	-	
8020.35 Court Bailiff	-	750	0%		-	750	0%	-	-	-	
8020.40 State Comptroller Costs	(45)	700	-6%		-	700	0%	-	-	-	
8020.41 Supplies	67	200	34%		-	200	0%	-	-	-	
8020.60 Public Safety	-	-	n/a		-	-	n/a	-	-	-	
Total 8020 Municipal Court Costs	3,162	10,750	29%		2,850	8,750	33%	-	350	(350)	
8900 Miscellaneous	5,000	120,650	4%		-	-	n/a	-	-	-	
8900.10 Reconciliation Discrepancies	-	-	n/a		-	-	n/a	-	-	-	
8900.20 Contingency Reserve	-	50,000	0%		-	50,000	0%	-	-	-	
8900.30 Projects	20,364	-	n/a		35,650	70,000	51%	3,655	75	3,580	
8900.40 Engineering Services – Street Projects	21,588	15,000	144%		37,478	60,000	62%	-	-	-	
Total 8900 Miscellaneous	46,951	185,650	25%		73,128	180,000	41%	3,655	75	3,580	
9077 General Fund Accrual	-	(169,150)	0%		-	(64,500)	0%	-	-	-	
Unapplied Cash Bill Payment Expenditure	-	-	n/a		-	-	n/a	-	-	-	
Uncategorized Expenditure											
Total Expenditures	490,641	686,670	71%		468,048	776,300	60%	50,614	39,889	10,725	
Net Operating Revenue	349,835	-	n/a		237,728	-	n/a	(31,361)	(17,496)	(13,865)	
Other Revenue											
4019 Proceeds from Capital Leases	-	-	n/a		-	-	n/a	-	-	-	
9810.01 Sinking Fund Revenue	212,317	-	n/a		204,253	-	n/a	5,036	3,978	1,059	
8500 Capital Improvement Income	0	-	n/a		0	-	n/a	-	-	-	
Total Other Revenue	212,317	-	n/a		204,254	-	n/a	5,036	3,978	1,059	
Other Expenditures											
8500.25 Capital Improvement Expense	-	-	n/a		-	-	n/a	-	-	-	
9001 Capital Lease Principal	-	-	n/a		-	-	n/a	-	-	-	
9002 Interest on Capital Lease	-	-	n/a		-	-	n/a	-	-	-	
9005 Bond Interest Paid	-	-	n/a		-	-	n/a	-	-	-	
9800.01 Capital Expenditures - CY	-	-	n/a		-	-	n/a	-	-	-	
9800.1 Capital Project Expenditures - FY	-	-	n/a		-	-	n/a	-	-	-	
9800.11 2017 Street Improvements	-	-	n/a		-	-	n/a	-	-	-	
9800.12 2017 Street Improvements Legal	-	-	n/a		-	-	n/a	-	-	-	
9800.13 2021 Street Improvements	387,916	-	n/a		-	-	n/a	-	-	-	
9810.02 Sinking Fund Interest & Fees	5,784	-	n/a		12,553	-	n/a	-	5,384	(5,384)	
9810.03 Sinking Fund Principal	207,000	-	n/a		195,000	-	n/a	-	-	-	
9800.02 Other Miscellaneous Expenditure	(417,633)	-	n/a		(5,300)	-	n/a	-	-	-	
9888 Reconciliation Discrepancies	-	-	n/a		-	-	n/a	-	-	-	
Total Other Expenditures	183,067	-	n/a		202,253	-	n/a	-	5,384	(5,384)	
Net Other Revenue	29,250	-	n/a		2,001	-	n/a	5,036	(1,407)	6,443	
Net Revenue	379,085	-	n/a		239,729	-	n/a	(26,325)	(18,902)	(7,423)	

The City of Woodcreek

Item 4.

Statement of Financial Position

As of June 30, 2022

	TOTAL
ASSETS	
Current Assets	
Bank Accounts	
1003.1 Municipal Court Petty Cash	100.00
1007 TX Regional 061, Operating	493,130.53
1007.1 Tree Fund	4,753.66
1007.5 Municipal Court Funds In Operating Account	-22,127.77
1007.51 MC General Fund	22,082.44
1007.52 MC Security Fund	19.45
1007.53 MC Tech Fund	25.88
Total 1007.5 Municipal Court Funds In Operating Account	0.00
Total 1007 TX Regional 061, Operating	497,884.19
1008 TX Regional 053, Investment	0.00
1008.2 PEG Funds	13,904.83
1008.3 Reserve Funds	165,636.54
1008.4 American Rescue Act Funds	212,858.08
Total 1008 TX Regional 053, Investment	392,399.45
1009 TX Regional 095, Bond Proceeds	146.67
1011 TX Regional 819, Payroll Account	10,000.00
1020 Investment Account - Class 0001	478,625.14
Total Bank Accounts	\$1,379,155.45

	Item 4.
Other Current Assets	
1120 Delinquent Taxes Receivable (CPA)	9,191.35
1120.01 1120.01-CPA Debt Service	3,634.21
1121 Allowance for Uncollectible (CPA)	-1,378.65
1121.01 1121.01-CPA Debt Service	-545.58
1124 Sales Tax Receivable (CPA)	13,189.82
1150 Due From Capital Project Funds To Operating	167,425.08
Total Other Current Assets	\$191,516.23
Total Current Assets	\$1,570,671.68
Fixed Assets	
1200 Office Furniture / Equipment	35,704.46
1225 Land	37,850.00
1226 Building & Improvements	130,602.00
1226.1 Cedar Fence/Enclosure (in svc 10/21/21)	7,702.50
1227 Street Pavement 2013	144,126.00
1228 Street Improvements 2017	1,489,691.00
1229 Street Improvements 2021	409,930.76
1231 Storage Building	9,055.00
1235.1 Kawasaki Mule 2016	7,840.64
1240 Accumulated Depreciation - All	-195,372.00
Total Fixed Assets	\$2,077,130.36
Other Assets	
1250 Deferred Revenue (CPA)	-7,813.11
1250.01 1250.01-CPA Debt Service	-3,088.63
1599 1599-CPA Due From General Fund	25,047.75
Total Other Assets	\$14,146.01
TOTAL ASSETS	\$3,661,948.05

LIABILITIES AND EQUITY

Liabilities

Current Liabilities

Other Current Liabilities

1900.5 Accounts Payable (Auditor Adjustments)	19,168.60
2021 Accrued Wages Payable (Audit Adjs CPA)	9,176.37
2400 Due To Operating From Capital Project Funds	167,425.08
2599 2599-CPA Due To Debt Service Fund	25,047.75

Total Other Current Liabilities	\$220,817.80
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Total Current Liabilities	\$220,817.80
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Total Liabilities	\$220,817.80
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Equity

9997 Net Investment In Capital Assets	144,132.96
9998 Opening Balance Equity	333,537.47
9999 Retained Earnings	2,567,200.07
9999-debtsvc-cpa Retained Earnings Debt Svc Audit CPA	17,174.31
Net Revenue	379,085.44

Total Equity	\$3,441,130.25
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TOTAL LIABILITIES AND EQUITY	\$3,661,948.05
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Council Meeting Date:
Special City Council Meeting and Budget Workshop August 2, 2022 at 4:00 p.m.

Agenda Item Cover Sheet

Agenda Item Subject/Title:

Budget Workshop - Discussion and Take Appropriate Action on Draft 2 of Proposed Budget for Fiscal Year 2022-2023

Agenda Item Summary:

Review updates to first draft of proposed budget and make recommendations

Financial Impact:

To be determined

Recommendations:

Pass Draft 2 and move to a third draft

Supporting Documents Included:

Proposed City of Woodcreek Budget for fiscal year 2022-2023 (Draft 2)

Submitted by: Mayor Jeff Rasco

	Oct 2022 - Sep 2022 Budget (Draft)	Oct 2021 - Sep 2022 Projected
Revenue		
2900 Accounting Info Needed		
3000 Ad Valorem Tax Revenue		
3000.01 Ad Valorem Tax	360,000.00	360,700.87
3000.02 Delinquent Ad Valorem Tax		3,839.11
Total 3000 Ad Valorem Tax Revenue	\$ 360,000.00	364,539.98
3005 State Sales Tax Revenue	80,000.00	87,764.35
3010 Mixed Beverage Tax & Fees Rev	1,200.00	1,198.49
3020 Electric Franchise Fee Revenue	31,000.00	31,876.57
3030 Cable Services Franchise Rev	30,000.00	34,327.12
3030.1 PEG - Cable Revenue	6,650.00	6,860.12
Total 3030 Cable Services Franchise Rev	\$ 36,650.00	\$ 41,187.24
3040 Water Service Franchise Revenue	90,000.00	90,435.82
3050 Disposal Service Franchise Rev	24,000.00	24,450.65
3060 Telephone Franchise Revenue	160.00	158.68
3070 Golf Course Franchise Revenue	500.00	500.00
3080 Reimbursements		0.00
3080.10 Engineerings	8,000.00	4,413.89
3080.20 Legal	2,500.00	0.00
3080.30 Admin		0.00
Total 3080 Reimbursements	\$ 10,500.00	\$ 4,413.89
3090 Development Revenue		
3090.01 Residential		
3090.011 New Home Permits	6,000.00	9,000.00
3090.012 Other Permits	7,000.00	11,463.50
3090.013 Inspections	7,000.00	12,015.35
Total 3090.01 Residential	\$ 20,000.00	\$ 32,478.85
3090.02 Commercial	500.00	3,234.00
3090.03 Other	200.00	
3090.031 Subdivisions/Plats/Re-Plats	5,000.00	
Total 3090.03 Other	\$ 5,200.00	\$ 0.00
Total 3090 Development Revenue	\$ 25,700.00	\$ 35,712.85

3093 Liquor License Revenue	1,250.00	1,387.50
3095 Sign Fees	350.00	480.00
4000 Interest Income	2,500.00	2,121.85
4010 Other Revenue	10,000.00	21,450.11
4010.1 Coupons		
Total 4010 Other Revenue	\$ 10,000.00	\$ 21,450.11
4015 Tree Reserve Fund (Oak Wilt Containment)	6,000.00	
4020 Municipal Court Revenue	1,500.00	1,263.50
4030 Hotel & Occupancy Tax Revenue (deleted)		
4030.1 HOT Interest Income (deleted)		
4035 TDEM DR-4485 Revenue (ARPA)	213,000.00	213,020.52
4040 Donations Received	5,200.00	
4040.02 Park Donations	500.00	1,179.54
Total 4040 Donations Received	\$ 5,700.00	\$ 1,179.54
4050 General Fund Transfer (Transfer from Reserves)		
Billable Expenditure Revenue		
Markup		
Sales of Product Revenue		
Services		
Shipping Revenue		
Unapplied Cash Payment Revenue		
Uncategorized Revenue		
Total Revenue	\$ 900,010.00	\$ 923,141.54
Cost of Goods Sold		
50000 Cost of Goods Sold		
Total Cost of Goods Sold	\$ 0.00	\$ 0.00
Gross Profit	\$ 900,010.00	\$ 923,141.54
Expenditures		
5000 Personnel Services		
5000.01 Salaries and Wages	170,000.00	216,672.68
5000.02 Ins Expense Reimbursement	6,000.00	8,393.78
5000.03 City Manager Vehicle Reimbursen		5,650.00
5000.05 Elected Official Pay		

5000.20 Payroll Tax Expense		
5000.21 FICA/OASDI	13,400.00	16,506.22
5000.22 Unemployment Insurance	1,100.00	1,079.28
Total 5000.20 Payroll Tax Expense	\$ 14,500.00	\$ 17,585.50
5000.40 Retirement	18,100.00	23,753.38
5000.50 Direct Deposit Expense		
5000.51 Health Insurance Stipend		
Total 5000 Personnel Services	\$ 208,600.00	\$ 272,055.34
5017.1 Street Maintenance Prior Year (deleted)		
5500 Office Expenses		
5500.05 Bank Fees & Charges		
5500.10 City Hall Maintenance / Repairs	2,000.00	2,303.24
5500.20 Cleaning Costs	1,800.00	1,500.00
5500.30 IT & Radio Expenses	10,000.00	11,479.81
5500.40 Newsletter		0.00
5500.50 Office Supplies	4,500.00	5,163.59
5500.60 Postage & Shipping	3,000.00	3,115.96
5500.61 Printing & Reproduction	4,500.00	4,284.09
5500.62 Printing Cost Newspaper	1,500.00	1,240.59
5500.70 Storage Rental	0.00	0.00
5500.80 Software & Subscriptions	12,000.00	11,215.18
Total 5500 Office Expenses	\$ 39,300.00	\$ 40,302.46
6000 Professional Services		
6000.01 Audit Expense	12,000.00	11,990.00
6000.10 Codification	2,750.00	2,831.35
6000.11 Contract Labor		
6000.15 Engineering	20,000.00	19,638.10
6000.16 Mapping	3,000.00	
6000.17 Engineering Reimbursable	8,000.00	12,423.04
Total 6000.15 Engineering	\$ 31,000.00	\$ 32,061.14
6000.20 Legal Expenses		
6000.21 General	25,000.00	28,235.00
6000.22 Legal Reimbursable	2,500.00	2,540.00

6000.23 Litigation	5,000.00	28,200.86
6000.25 Special Cases	30,000.00	39,582.84
6000.26 Elected Body Legal		2,290.00
Total 6000.20 Legal Expenses	\$ 62,500.00	\$ 100,848.70
6000.30 IT Services	15,500.00	15,747.29
6000.40 Accounting	25,000.00	15,789.20
6000.50 Law Enforcement	12,500.00	14,168.67
Total 6000 Professional Services	\$ 161,250.00	\$ 193,436.35
6030 Bank Service Charges (deleted)		
6500 Area Care/Maintenance		
6500.01 Deer Removal	1,750.00	1,650.00
6500.15 Mowing	2,750.00	2,625.00
6500.20 Oak Wilt Containment	15,000.00	
6500.21 Greenspace Maintenance	6,000.00	1,335.71
6500.22 Landscape Maintenance	9,000.00	8,691.27
6500.23 Contract Services		
6500.24 (Parks and) Playground Maintenance	30,000.00	
6500.25 ROW Tree Trimming	11,000.00	
6500.26 Holiday Decorations	500.00	262.19
6500.30 Street Maintenance	30,000.00	12,555.10
6500.31 Street Signs	6,000.00	4,055.95
6500.35 Storm Damage Reserve		
6500.40 Tree Limb Pick-Up		
6500.50 Equipment Maintenance	2,000.00	2,138.79
6500.60 Water Quality Testing CCWPP	1,000.00	930.00
Total 6500 Area Care/Maintenance	\$ 115,000.00	\$ 34,244.01
7000 Other Operating Expenses		
7000.01 Ad Valorem Tax Expense	4,100.00	4,068.75
7000.02 Building Inspections	15,000.00	21,708.73
7000.03 Code Compliance	500.00	773.82
7000.04 Dues & Membership	2,500.00	2,410.65
7000.05 Election Expense	2,000.00	1,065.01
7000.06 TML Dues	600.00	591.00

7000.10 Depreciation Expense		
7000.15 Meeting Expense	3,000.00	8,087.87
7000.20 Public Notices	1,200.00	1,089.79
7000.30 Travel & Vehicle Exp Reimb.	2,000.00	4,711.34
7000.31 Elected Official Travel	500.00	
7000.40 Training & Prof Development		
7000.41 Elected Body	2,500.00	1,630.00
7000.42 Staff	4,000.00	3,988.49
Total 7000.40 Training & Prof Development	\$ 6,500.00	\$ 5,618.49
7000.50 Community Relations	7,000.00	2,854.01
Total 7000 Other Operating Expenses	\$ 44,900.00	\$ 52,979.46
7500 Utilities		
7500.10 City Hall Utilities		
7500.11 Electric	2,100.00	1,962.32
7500.12 Water	1,500.00	1,432.22
Total 7500.10 City Hall Utilities	\$ 3,600.00	\$ 3,394.54
7500.20 Outdoor Utilities		
7500.21 Electric	1,350.00	1,307.87
7500.22 Water	1,600.00	1,591.66
Total 7500.20 Outdoor Utilities	\$ 2,950.00	\$ 2,899.53
7500.30 Telephone & Internet	4,500.00	5,427.79
Total 7500 Utilities	\$ 11,050.00	\$ 11,721.86
7600 Insurance	3,500.00	4,592.28
6010 Health Insurance (deleted)		
7600.01 TML Insurance	200.00	199.92
Total 7600 Insurance	\$ 3,700.00	\$ 4,792.20
7700 TDEM DR-4485 Expenditures	213,000.00	
8020 Municipal Court Costs		
8020.20 MC Judge	4,800.00	600.00
8020.25 Misc. Court Costs	150.00	
8020.30 Prosecutor	1,500.00	2,800.00
8020.35 Court Bailiff		
8020.40 State Comptroller Costs	300.00	66.40

8020.41 Supplies		67.48
8020.60 Public Safety	0.00	
Total 8020 Municipal Court Costs	\$ 6,750.00	\$ 3,533.88
8100 HOT Expense (deleted)		
8100.1 IT Expense (deleted)		
8100.20 Bank Fees (deleted)		
8100.25 Membership Dues (deleted)		
8100.3 Printing & Reproduction (deleted)		
8100.4 Postage (deleted)		
8100.5 Tourism Events (deleted)		
8100.55 HOT Public Notices (deleted)		
Total 8100 HOT Expense (deleted)	\$ 0.00	\$ 0.00
8900 Miscellaneous	75,200.00	5,000.00
8900.10 Reconciliation Discrepancies		
8900.20 Contingency Reserve		
8900.30 Projects	10,000.00	34,914.09
8900.40 Engineering Services – Street Projects	85,000.00	81,558.72
Total 8900 Miscellaneous	\$ 170,200.00	\$ 121,472.81
9077 General Fund Accrual		
Purchases		
Unapplied Cash Bill Payment Expenditure		
Uncategorized Expenditure		
Total Expenditures	\$ 973,750.00	\$ 734,538.37
Net Operating Revenue	-\$ 73,740.00	\$ 188,603.17
Other Revenue		
4019 Proceeds from Capital Leases		
8500 Capital Improvement Income		
9000 Bond Proceeds		
9810.01 Sinking Fund Revenue	220,000.00	220,791.05
Total Other Revenue	\$ 220,000.00	\$ 220,791.05
Other Expenditures		
8500.25 Capital Improvement Expense		
9001 Capital Lease Principal		

9002 Interest on Capital Lease		
9005 Bond Interest Paid		
9006 Bond Costs of Issuance		
9074 Other Capital Outlay		
9800.01 Capital Expenditures - CY	12,100.00	
9800.02 Other Miscellaneous Expenditure	-0.36	-412,333.26
9800.1 Capital Project Expenditures - FY		
9800.11 2017 Street Improvements		
9800.12 2017 Street Improvements Legal		
9800.13 2021 Street Improvements		387,915.80
9800.14 Trails		
9800.15 Park Projects		
Total 9800.1 Capital Project Expenditures - FY	\$ 0.00	\$ 387,915.80
9810.02 Sinking Fund Interest & Fees	8,000.00	9,595.14
9810.03 Sinking Fund Principal	225,000.00	207,000.00
9888 Reconciliation Discrepancies		
Total Other Expenditures	\$ 245,099.64	\$ 192,177.68
Net Other Revenue	-\$ 25,099.64	\$ 28,613.37
Net Revenue	-\$ 98,839.64	\$ 217,216.54

8900 Miscellaneous

\$5,000 Library donation
 \$3,200 for LCRA Grant match
 \$67,000 for POSAC Grant match (roll over)
 \$10,000 Comp plan finanlization and implementation
 \$85,000 Street/drainage engineering

JUL 20 2021 - Sep 2024	OCT 2021 - Jul 10, 2022	OCT 2021 - Sep 2022 Budget	OCT 2020 - Sep 2024	OCT 1, 2019 - Sep 20, 2020	OCT 1, 2018 - Sep 20, 2019
11,794.32	348,906.55	349,000.00	334,890.22	303,487.95	269,567.82
808.21	3,030.90		2,345.25	2,842.31	1,467.18
\$ 12,602.53	\$ 351,937.45	\$ 349,000.00	\$ 337,235.47	\$ 306,330.26	\$ 271,035.00
14,459.37	73,304.98	80,000.00	94,412.42	78,716.53	54,402.53
251.10	947.39	1,500.00	1,511.04	882.82	500.72
	31,876.57	34,000.00	31,404.32	30,941.59	23,108.89
8,260.12	26,067.00	30,000.00	33,259.61	33,990.31	25,512.32
1,652.02	5,208.10	6,000.00	6,657.07	6,798.42	4,952.64
\$ 9,912.14	\$ 31,275.10	\$ 36,000.00	\$ 39,916.68	\$ 40,788.73	\$ 30,464.96
	90,435.82	100,000.00	99,351.48	94,107.52	25,864.07
5,758.35	18,692.30	22,500.00	22,004.39	19,880.97	16,934.57
38.35	120.33	200.00	185.80	965.21	1,002.72
	500.00	500.00	500.00	500.00	650.00
2,352.90	2,060.99	8,000.00	11,285.15	1,800.00	337.50
					528.12
\$ 2,352.90	\$ 2,060.99	\$ 8,000.00	\$ 11,285.15	\$ 1,800.00	\$ 865.62
1,000.00			2,000.00	0.00	19,546.50
3,000.00	6,000.00	15,000.00	21,000.00	19,000.00	
4,129.00	7,334.50	7,500.00	14,128.50	7,875.50	
4,018.85	7,996.50	14,250.00	22,214.00	18,639.50	
\$ 12,147.85	\$ 21,331.00	\$ 36,750.00	\$ 59,342.50	\$ 45,515.00	\$ 19,546.50
	3,234.00	5,000.00	3,250.00	225.00	611.50
175.00		80.00	725.00	6,492.25	803.50
5,275.00		5,000.00	13,750.00	3,300.00	
\$ 5,450.00	\$ 0.00	\$ 5,080.00	\$ 14,475.00	\$ 9,792.25	\$ 803.50
\$ 17,597.85	\$ 24,565.00	\$ 46,830.00	\$ 77,067.50	\$ 55,532.25	\$ 20,961.50

	1,387.50	1,310.00	1,310.00	1,310.00	1,310.00
55.00	425.00	700.00	320.00	700.00	560.00
112.66	2,009.19	1,300.00	1,259.27	16,527.95	33,216.24
9,081.45	12,368.66	700.00	9,581.20	983.75	928.49
\$ 9,081.45	\$ 12,368.66	\$ 700.00	\$ 9,581.20	\$ 983.75	\$ 928.49
362.50	901.00	3,000.00	2,292.50		1,120.00
	213,020.52		12,883.32	79,901.68	
		5,000.00	5,000.00		7,000.00
	1,179.54				
\$ 0.00	\$ 1,179.54	\$ 5,000.00	\$ 5,000.00	\$ 0.00	\$ 7,000.00
		147,320.00			
\$ 72,584.20	\$ 857,007.34	\$ 837,860.00	\$ 747,520.54	\$ 729,869.26	\$ 489,925.31
\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
\$ 72,584.20	\$ 857,007.34	\$ 837,860.00	\$ 747,520.54	\$ 729,869.26	\$ 489,925.31
34,838.64	181,834.04	208,500.00	184,271.30	164,672.12	147,011.47
1,435.76	6,958.02	8,600.00	8,614.56	8,151.60	7,957.92
1,000.00	4,650.00	6,000.00	6,000.00	7,330.80	8,350.08
					630.00

3,029.38	13,476.84	16,410.00	14,885.09	13,240.77	12,440.38
161.72	917.56	500.00	600.97	88.10	39.75
\$ 3,191.10	\$ 14,394.40	\$ 16,910.00	\$ 15,486.06	\$ 13,328.87	\$ 12,480.13
3,780.95	19,972.43	22,190.00	19,408.85	14,561.85	12,958.47
\$ 44,246.45	\$ 227,808.89	\$ 262,200.00	\$ 233,780.77	\$ 208,045.24	\$ 189,388.07
					-215.92
1,649.00	654.24	4,000.00	4,039.86	1,091.53	2,502.23
250.00	1,250.00	1,500.00	1,500.00	1,500.00	1,500.00
1,018.60	10,461.21	10,000.00	10,668.49	17,248.86	-73.65
749.44	4,414.15	4,000.00	3,560.56	2,318.04	5,269.89
984.56	2,131.40	2,100.00	2,025.11	1,382.00	1,042.35
794.09	3,490.00	4,000.00	4,183.41	3,723.63	4,918.76
1,017.46	223.13	2,000.00	1,560.04	1,161.46	
0.00			0.00		108.00
2,368.93	8,846.25	15,000.00	12,861.44	7,381.17	6,070.30
\$ 8,832.08	\$ 31,470.38	\$ 42,600.00	\$ 40,398.91	\$ 35,806.69	\$ 21,121.96
	11,990.00	12,000.00	9,896.00	10,040.00	9,860.00
	2,831.35	4,000.00	3,239.48	2,011.13	5,135.91
		6,500.00	6,105.27	1,465.00	
7,671.00	11,967.10	14,000.00	12,611.23	19,293.75	14,308.40
					3,600.00
2,518.50	9,904.54		5,946.00		
\$ 10,189.50	\$ 21,871.64	\$ 14,000.00	\$ 18,557.23	\$ 19,293.75	\$ 17,908.40
2,745.00	25,490.00	30,000.00	23,985.00	49,995.66	36,358.03
	2,540.00	3,000.00	2,980.00	1,351.00	52.50

20,880.86	7,320.00	50,000.00	46,367.55		
3,355.00	36,227.84	22,000.00	7,778.00	3,335.00	8,904.80
	2,290.00				
\$ 26,980.86	\$ 73,867.84	\$ 105,000.00	\$ 81,110.55	\$ 54,681.66	\$ 45,315.33
3,818.50	11,928.79	14,500.00	13,804.00	12,261.00	8,541.54
3,619.20	12,170.00	15,000.00	13,383.40	10,893.80	10,805.40
	14,168.67		15,913.00	86,650.00	
\$ 44,608.06	\$ 148,828.29	\$ 171,000.00	\$ 162,008.93	\$ 197,296.34	\$ 97,566.58
225.00	1,425.00	1,000.00	825.00	750.00	975.00
375.00	2,250.00	2,000.00	575.00	800.00	1,357.98
		15,000.00			
	1,335.71		3,342.14	305.52	8,030.21
1,750.00	6,941.27	10,000.00	6,000.00	5,460.00	
		2,000.00	702.50	1,645.00	
		30,000.00			
		7,500.00	15,150.00	12,160.00	
	262.19	2,000.00	1,692.50	881.92	
	12,555.10	20,000.00	10,790.93	1,094.00	45,452.95
	4,055.95	4,000.00	1,726.24	4,462.93	2,925.78
		1,000.00		1,995.00	
29.01	2,109.78	4,000.00	195.98	236.19	1,522.50
310.00	620.00	2,000.00	1,344.00	1,030.00	
\$ 2,689.01	\$ 31,555.00	\$ 100,500.00	\$ 42,344.29	\$ 30,820.56	\$ 60,264.42
917.04	3,151.71	4,060.00	3,824.07	3,605.99	3,264.58
11,523.73	10,185.00	12,550.00	27,113.73	13,030.00	10,140.00
	773.82	1,500.00		0.00	
100.00	2,310.65	3,000.00	2,436.35	2,140.00	2,741.00
	1,065.01	1,000.00	2,123.61	1,073.63	3,552.48
	591.00	600.00	591.00	591.00	

1,366.94	6,720.93	5,000.00	4,457.78	724.57	1,380.18
210.80	878.99	3,000.00	1,690.26	1,590.28	4,052.96
85.57	4,625.77	4,000.00	1,252.52	803.69	1,445.05
		1,000.00		905.20	931.34
465.00	1,165.00	2,500.00	3,915.00	310.00	2,150.00
1,527.00	2,461.49	3,000.00	3,272.00	798.90	2,362.00
\$ 1,992.00	\$ 3,626.49	\$ 5,500.00	\$ 7,187.00	\$ 1,108.90	\$ 4,512.00
952.69	1,901.32	6,000.00	3,204.18	1,353.42	3,590.42
\$ 17,148.77	\$ 35,830.69	\$ 47,210.00	\$ 53,880.50	\$ 26,926.68	\$ 35,610.01
		3,500.00			
382.25	1,580.07		1,808.86	1,928.04	1,647.19
358.89	1,073.33		1,431.37	1,458.78	1,556.95
\$ 741.14	\$ 2,653.40	\$ 3,500.00	\$ 3,240.23	\$ 3,386.82	\$ 3,204.14
		4,250.00			
213.53	1,094.34		1,280.87	1,288.07	1,335.01
393.64	1,198.02		1,620.22	1,887.09	1,904.58
\$ 607.17	\$ 2,292.36	\$ 4,250.00	\$ 2,901.09	\$ 3,175.16	\$ 3,239.59
901.98	4,525.81	6,200.00	4,753.20	3,600.89	2,932.08
\$ 2,250.29	\$ 9,471.57	\$ 13,950.00	\$ 10,894.52	\$ 10,162.87	\$ 9,375.81
	4,592.28		3,412.84		
	199.92	4,500.00		3,518.98	3,513.80
\$ 0.00	\$ 4,792.20	\$ 4,500.00	\$ 3,412.84	\$ 3,518.98	\$ 3,513.80
				184,711.12	
600.00	600.00	3,600.00	3,600.00	3,600.00	3,600.00
		2,500.00	150.00	700.00	8,797.68
260.00	2,540.00	2,500.00	880.00	62.50	7,717.03
		750.00			
111.60	-45.20	700.00	491.60		615.91

	67.48	200.00			
-11.00			-11.00		31,826.00
<u>\$ 960.60</u>	<u>\$ 3,162.28</u>	<u>\$ 10,250.00</u>	<u>\$ 5,110.60</u>	<u>\$ 4,362.50</u>	<u>\$ 52,556.62</u>
<u>\$ 0.00</u>	<u>\$ 0.00</u>		<u>\$ 0.00</u>	<u>\$ 0.00</u>	<u>\$ 0.00</u>
	5,000.00	120,650.00			
		50,000.00			
14,550.39	20,363.70	15,000.00	50,200.39	9,000.00	
59,971.20	21,587.52		97,449.00		
<u>\$ 74,521.59</u>	<u>\$ 46,951.22</u>	<u>\$ 185,650.00</u>	<u>\$ 147,649.39</u>	<u>\$ 9,000.00</u>	<u>\$ 0.00</u>
<u>\$ 195,256.85</u>	<u>\$ 539,870.52</u>	<u>\$ 837,860.00</u>	<u>\$ 699,480.75</u>	<u>\$ 710,650.98</u>	<u>\$ 469,397.27</u>
<u>-\$ 122,672.65</u>	<u>\$ 317,136.82</u>	<u>\$ 0.00</u>	<u>\$ 48,039.79</u>	<u>\$ 19,218.28</u>	<u>\$ 20,528.04</u>
	0.06		0.11	1.32	144.48
8,057.10	212,733.95		215,650.76	217,012.82	194,050.07
<u>\$ 8,057.10</u>	<u>\$ 212,734.01</u>		<u>\$ 215,650.87</u>	<u>\$ 217,014.14</u>	<u>\$ 194,194.55</u>

12,100.00	
5,299.64	-417,632.90
	387,915.80
\$ 0.00	\$ 387,915.80
	9,595.14
	207,000.00
\$ 17,399.64	\$ 186,878.04
-\$ 9,342.54	\$ 25,855.97
-\$ 132,015.19	\$ 342,992.79

12,100.00	14,300.00	3,633.00
-0.36	0.00	-211,816.13
		3,222.22
\$ 0.00	\$ 0.00	\$ 3,222.22
12,552.84	15,283.12	17,678.10
195,000.00	198,170.00	172,000.00
\$ 219,652.48	\$ 227,753.12	-\$ 15,282.81
-\$ 4,001.61	-\$ 10,738.98	\$ 209,477.36
\$ 44,038.18	\$ 8,479.30	\$ 230,005.40

Oct 1, 2017 - Sep
30, 2018

272,775.09
4,714.77

\$ 277,489.86
52,204.66
978.05
33,678.20
34,757.28
4,913.85

\$ 39,671.13
93,390.06
16,759.09
958.73
500.00

\$ 0.00

24,028.50

\$ 24,028.50
9,631.35
5,000.00

\$ 5,000.00

\$ 38,659.85

985.00
9,310.48
6,393.76

\$ 6,393.76

3,233.00

\$ 0.00

\$ 574,211.87

\$ 0.00

\$ 574,211.87

137,562.07
3,617.46
8,350.08
880.00

14,672.05
498.65

\$ 15,170.70
10,242.70

\$ 175,823.01

329.72
1,891.07
1,375.00
641.17

2,157.50
1,443.68
5,977.62

1,315.20
5,752.50

\$ 20,883.46

9,100.00
2,156.70

19,958.00

\$ 19,958.00

12,036.73
27.00

	5,597.22
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\$	17,660.95
	8,257.25
	9,211.70
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\$	66,344.60

825.00
1,080.00

12,326.13

11,100.00

1,284.96
63.20

	549.00
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\$	27,228.29
	3,060.63
	6,310.00
	1,897.97
	2,683.30

1,486.84
1,316.83
4,047.24

3,847.00

\$ 3,847.00

\$ 24,649.81

1,405.61
1,517.71

\$ 2,923.32

1,330.74
2,157.73

\$ 3,488.47

3,935.29

\$ 10,347.08

3,287.66

\$ 3,287.66

3,000.00
4,394.97
5,124.86

572.40

	47.00
	28,340.00
	<hr/>
\$	41,479.23

	<hr/>
\$	0.00
	47.25

	<hr/>
\$	47.25

\$	370,090.39
\$	204,121.48

	4,356.99
	0.00
	168,710.21
	<hr/>
\$	173,067.20

9,163.65

16,865.95

-1,297,314.72

1,347,875.02

20,968.57

<hr/>	
\$	1,368,843.59
	7,528.70
	143,000.00

<hr/>	
\$	248,087.17
<hr/>	
-\$	75,019.97
<hr/>	
\$	129,101.51

Council Meeting Date:
Special City Council Meeting and Budget Workshop August 2, 2022 at 4:00 p.m.

Agenda Item Cover Sheet

Agenda Item Subject/Title:

Discuss and Take Appropriate Action on the Nomination and Suggested Appointment of Terri Burney-Bisett as an Alternate to the Woodcreek Tree Board (Term Ending November 2023).

Agenda Item Summary:

Terri Burney-Bisett has already been helping the Tree Board with the tree inventory and other activities. She has submitted her application as an alternate member.

Financial Impact:

None

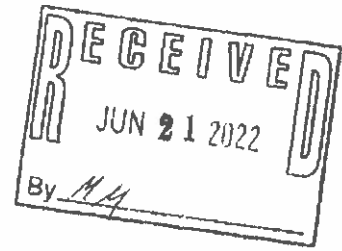
Recommendations:

Nominate and approve Terri Burney-Bisett as an alternate to the Tree Board

Supporting Documents Included:

Application form - Terri Burney-Bisett

Submitted by: Mayor Jeff Rasco



Application for Appointment to the Woodcreek Tree Advisory Board

This Advisory Board acts in an advisory capacity to Council and shall (1) Coordinate and promote Arbor Day activities; (2) Review and update a five-year plan to plant and maintain trees on city property; (3) Support public awareness and education programs relating to trees; (4) Review city concerns relating to tree care; (5) Submit at least an annual report of its activities to the Council; (6) Assist with the annual application to renew the Tree City USA designation; (7) Develop lists of recommended and prohibitive trees/species for planting on city property, and (8) Other duties that may be assigned by City Council. The Tree Advisory Board consists of five members and two alternates appointed by the City Councilmembers, and is subject to the Texas Open Meetings Act.

Name: TERRI BURNLEY-BISSETT

Residence Address: _____

Mailing Address: _____

Telephone Number(s) Home: _____ Cell: _____

E-Mail Address: _____

Number of Years Living in Texas: 72 Number of Years Living in Woodcreek: MAY 13 - PRESENT

Do you want your phone number(s)/email released in a Public Information Request? ☐ Yes ☐ No PREVIOUS IN EAGLE ROCK IN 1981-83

Do you or your employer have any business or other dealings with the City of Woodcreek which may present a conflict of interest? ☐ Yes ☒ No If "Yes", please explain _____

Describe any qualifications, credentials or special interests that relate to your possible appointment. Attach additional sheet(s) if needed.

TREE HUGGER - AVID GARDENER

Signature: Terri Burnley-Bissett Date: 6-18-2022

Council Meeting Date:
7/17/2022

Agenda Item Cover Sheet

Agenda Item Subject/Title:

Special City Council Meeting and Budget Workshop August 2, 2022 at 4:00 p.m.

Agenda Item Summary:

Discuss and Take Appropriate Action on the Nomination and Suggested Appointment of Steve Passalacqua (Current Alternate Member) to the Ordinance Review Committee (Term Ending November 2023).

Financial Impact:

Mr. Passalacqua was recently appointed as an alternate, and has agreed to step into the vacant full membership position.

Recommendations:

None

Supporting Documents Included:

Submitted by: Jeff Rasco

Council Meeting Date:
Special City Council Meeting and Budget Workshop August 2, 2022 at 4:00 p.m.

Agenda Item Cover Sheet

Agenda Item Subject/Title:

Discussion and Approval of Council Liaison to the Planning and Zoning Commission

Agenda Item Summary:

Appoint and council vote on Councilmember Joe Kotarba as the Planning and Zoning Liaison.

Financial Impact:

none

Recommendations:

Place Joe Kotarba as the Council Liaison to the Planning and Zoning Commission

Supporting Documents Included:

none

Submitted by: Jeff Rasco

Council Meeting Date:
Special City Council Meeting and Budget Workshop August 2, 2022 at 4:00 p.m.

Agenda Item Cover Sheet

Agenda Item Subject/Title:

Report on the Ordinance Review Committee Followed by Discussion and Possible Action on Providing Council Input as Requested by the Committee

Agenda Item Summary:

The Ordinance Review Committee has had two meetings, and in the second meeting they discussed Council's request to look at the Woodcreek Code of Ordinances from a macro-perspective focusing on the outline and organization of the code. In that discussion, the Committee decided to ask the Council for more specific areas to focus on, or "known issues" in which Council would like them to direct their attention first.

Financial Impact:

Unknown at this time

Recommendations:

Recommend that Councilmembers provide individual recommendations during live discussion or via emails sent to City Staff and forwarded to the Ordinance Review Committee liaison to be submitted on behalf of the City Council to the Committee for consideration during the next regular meeting of the Ordinance Review Committee on August 9th 2022.

Supporting Documents Included:

none

Submitted by: Councilmember Debra Hines

Council Meeting Date:
Special City Council Meeting and Budget Workshop August 2, 2022 at 4:00 p.m.

Agenda Item Cover Sheet

Agenda Item Subject/Title:

Report on the Culture of Safe Driving Program followed by Discussion and Possible Action.

Agenda Item Summary:

Provide an update on pricing and discuss distribution options for the sticker and informational pamphlet. Honor and acknowledge Pat Rawlings for winning the design competition.

Financial Impact:

\$1000

Recommendations:

Recommend that Council select a production company for stickers and decide the process to distribute.

Supporting Documents Included:

A photo of the winning sticker design.

Submitted by: Councilmember Debra Hines



Council Meeting Date:
Special City Council Meeting and Budget Workshop August 2, 2022 at 4:00 p.m.

Agenda Item Cover Sheet

Agenda Item Subject/Title:

Discuss and Take Appropriate Action on the Parks and Recreation Board Ordinance.

Agenda Item Summary:

This Ordinance creates two alternate positions for the Parks Board, and aligns it with other city boards and committees. It also moves the Parks Board to Chapter 30, placing it with all other boards and committees.

Financial Impact:

none

Recommendations:

Adopt the Parks and Recreation Board ordinance.

Supporting Documents Included:

PARKS_AND_RECREATION_BOARD.pdf, Parks Board Members.pdf

Submitted by: Councilmember Chrys Grummert

ORDINANCE NO. _____

AN ORDINANCE AMENDING THE CITY OF WOODCREEK, TEXAS, CODE OF ORDINANCES AT TITLE III ("ADMINISTRATION"), CHAPTER 30 ("OFFICIALS, EMPLOYEES AND ORGANIZATIONS") TO ESTABLISH A PARKS AND RECREATION BOARD AND TO REMOVE TITLE XV ("LAND USAGE"), CHAPTER 157 ("PARKS AND RECREATION"); PROVIDING FOR ENACTMENT, REPEALER, SEVERABILITY, CODIFICATION, AND EFFECTIVE DATE, AND FINDING PROPER NOTICE AND MEETING.

WHEREAS, The City of Woodcreek has in existence boards, commissions, panels, and committees; and these entities are advisory bodies and accountable to the City Council, and, thereby, to the electorate; and

WHEREAS, The City of Woodcreek seeks to be inclusive and transparent regarding its business thus subjecting boards, commissions, panels, and committees to the Open Meetings Act; and

WHEREAS, The City of Woodcreek values its citizens' talents, input, and ideas in helping shape our city and seeks to involve its citizens in their local government thus appointing willing volunteers to positions on existing boards, commissions, panels and committees; and

WHEREAS, The City of Woodcreek City Council finds that it is prudent for all boards, commissions, panels, and committees to have uniform appointment structures, member numbers, and staggered term limits to create fairness and streamline City business; and

WHEREAS, the City Councils finds the creation of this ordinance aligns with the best interests of its citizens and is for good government and order of the City.

NOW, THEREFORE, BE IT ORDAINED by the City Council of the City of Woodcreek:

1. FINDINGS OF FACT

The foregoing recitals are incorporated into this Ordinance by reference as findings of fact as if expressly set forth herein.

2. ENACTMENT

The Code of Ordinances of the City of Woodcreek is amended at Title III ("Administration"), Chapter 30 ("Officials, Employees and Organizations") so as to read in accordance with Attachment A attached hereto and incorporated into this Ordinance for all intents and purposes and to remove Title XV ("Land Usage"), Chapter 157 ("Parks and Recreation") as it is in conflict with this new addition as read in Attachment A.

3. REPEALER

All ordinances, resolutions, or parts thereof, that are in conflict or inconsistent with any provision of this Ordinance are hereby repealed to the extent of such conflict, and the provisions of this Ordinance shall be and remain controlling as to the matters regulated, herein.

4. SEVERABILITY

Should any of the clauses, sentences, paragraphs, sections or parts of this Ordinance be deemed invalid, unconstitutional, or unenforceable by a court of law or administrative agency with jurisdiction over the matter, such action shall not be construed to affect any other valid portion of this Ordinance.

5. CODIFICATION

The City Secretary is hereby authorized and directed to record and publish the language of Title III, Chapter 30, as written by this Ordinance, in the City's Code of Ordinances.

6. EFFECTIVE DATE

This Ordinance shall be effective immediately upon its passage and the publication of caption of this ordinance as provided by law.

7. PROPER NOTICE & MEETING

It is hereby officially found and determined that the meeting at which this Ordinance was passed was attended by a quorum of the City Council, 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. 27

TITLE III: - ADMINISTRATION
CHAPTER 30: - OFFICIALS, EMPLOYEES AND ORGANIZATIONS
PARKS AND RECREATION BOARD

PASSED & APPROVED this, the ____ day of July 2022, by a vote of ____ (ayes) to ____ (nays) and ____ (abstentions) of the City Council of Woodcreek, Texas.

Jeff Rasco, Mayor

Suzanne Mac Kenzie, City Secretary

TITLE III: - ADMINISTRATION
CHAPTER 30: - OFFICIALS, EMPLOYEES AND ORGANIZATIONS
PARKS AND RECREATION BOARD

Attachment "A"

City of Woodcreek

CODE OF ORDINANCES

TITLE III: ADMINISTRATION

CHAPTER 30: OFFICIALS, EMPLOYEES AND ORGANIZATIONS

§ 30.90 POPULAR NAME.

This subchapter shall be commonly cited as the "Parks and Recreation Board."

§ 30.91 PURPOSE.

The purpose of this subchapter is to create a Parks and Recreation Board which shall advise the City Council as it relates to the city of Woodcreek's Parks and Recreation. The Parks and Recreation Board shall be viewed as an independent advisory body.

§ 30.92 CREATION AND COMPOSITION.

The Parks and Recreation Board is hereby created. The Parks and Recreation Board shall consist of seven members: five regular members and two alternate members. Each of Woodcreek's five Councilmembers shall make one regular member appointment to the Parks and Recreation Board. The Mayor will make two alternate member appointments to the Parks and Recreation Board, specifically a first and second alternate. All appointments shall be confirmed by a majority vote of the City Council. In the event any Councilmembers or the Mayor refuses or is unable to make an appointment, the vacancy may be filled by the majority vote of the remaining members of the City Council. No member of the Parks and Recreation Board may be a present member of the City Council.

§ 30.93 TERMS, RESIGNATION, VACANCY, AND REMOVAL.

(A) The terms of each member (regular and alternate) of the Parks and Recreation Board shall be concurrent with the Councilmember who appointed each member and will expire upon the appointing Councilmember's term in office ending, either by expiration or resignation. Members shall serve terms of two years, and may be reappointed with no limitation on the number of terms one may serve. Terms will begin on January 1 and end on December 31, two years thereafter.

(B) Any member of the Parks and Recreation Board may resign by submitting written notice to the Chairperson of the Parks and Recreation Board. Resignation will be effective when sent. Upon receipt of written notice of resignation, the Chairperson of the Parks and Recreation Board shall promptly send such resignation to the Mayor.

(C) If a vacancy occurs on the Parks and Recreation Board, the vacancy may be filled by the Councilmember who appointed the resigning member.

(D) Members of the Parks and Recreation Board may be removed from the Parks and Recreation Board by a simple majority vote of the Councilmembers, and at a meeting of the Woodcreek City Council for which such a vote has been properly noticed.

§ 30.94 DUTIES AND MEETINGS.

(A) The Parks and Recreation Board shall meet to consider advising the City Council as it relates to the city of Woodcreek's Parks and Recreation including, but not limited to, the following:

- (1) The acquisition, development, improvement, equipment, and maintenance of City parks and public playgrounds;
- (2) The future development of the City parks, playgrounds, and recreational facilities, and the purchase of additional land for those purposes;
- (3) Improvements in the maintenance, operation, and general welfare of the City's parks, playgrounds, and recreational facilities and their use by the public; and
- (4) The application of grants or other funding for such projects; and
- (5) The planning and holding of public recreational events to encourage community and promote connectivity among the residents of Woodcreek.

(B) The Parks and Recreation Board shall advise the City Council on tasks given to them to consider by the City Council. To accomplish these tasks, the Parks and Recreation Board shall study, investigate and develop a recommendation or plan in response to the task given to them by Council, and under any deadlines established by the City Council.

(C) The Parks and Recreation Board should be prepared to provide monthly reports at regular meetings of the City Council.

(D) The Parks and Recreation Board shall meet at least once a month if they are presently considering advising the City Council as it relates to the city of Woodcreek's Parks and Recreation, but as often as necessary to accomplish the tasks at hand.

(E) Any recommendation of the Parks and Recreation Board shall result from a majority vote of the regular members of the Parks and Recreation Board. However, any recommendation of the Parks and Recreation Board is merely a recommendation and is not binding on the City Council. Any final decision as it relates to the city of Woodcreek's Parks and Recreation rests with the City Council.

(F) The board shall deliberate and draft a general Parks and Recreation Plan for the development of new parks and playgrounds, including landscaping, roads, trails, buildings, and equipment. That plan shall be submitted to the City Council for review and further elaboration. After approval by the City Council of the Parks and Recreation Plan any subsequent evaluations or reviews of the same may be submitted to the board for consideration and advice.

§ 30.95 OFFICERS.

(A) The Parks and Recreation Board shall choose its own officers from among its members. Officers shall be elected for terms of one year by majority vote of all its membership present. Officers shall include Chairperson and Vice-Chairperson.

(B) The Chairperson's sole duty shall be to preside over at all meetings in accordance with any rules the Parks and Recreation Board may establish. The Chairperson may vote. If the Chairperson fails or refuses to

TITLE III: - ADMINISTRATION
CHAPTER 30: - OFFICIALS, EMPLOYEES AND ORGANIZATIONS
PARKS AND RECREATION BOARD

act, the Vice-Chairperson shall perform the duties of the Chairperson. If the Chairperson and Vice-Chairperson are absent, any committee member may be appointed by the committee to preside over the meeting. The committee shall keep minutes of its proceedings. A majority of the members shall be a quorum for the transaction of business.

§ 30.96 OPEN MEETINGS ACT.

The Parks and Recreation Board shall comply with the provisions of Tex. Gov't Code Ch. 551, commonly referred to as the Open Meetings Act, including posting notices and agendas. The Parks and Recreation Board agenda shall have a Public Comments section allowing the public the right to speak.

City Staff shall post a notice of quorum for all meetings of the Parks and Recreation Board so that all members of the governing body may attend all meetings of the Parks and Recreation Board.

As of March 16, 2022

- Chairperson Pat Rawlings - Appointed 1/1/21 - Term Ending Dec. 2023
- Vice Chairperson Karen Poe - Appointed 1/1/21 - Term Ending Dec. 2022
- Board Member Cody Abney - Appointed 1/1/21 - Term Ending Dec. 2022
- Board Member Ruth Ann Gilbert - Appointed 1/1/21 - Term Ending Dec. 2022
- Board Member Elizabeth Maurer - Appointed 3/16/22 - Term Ending Dec. 2023

Terms already align with election of governing body. New appointment process shall begin with this election cycle.

Council Meeting Date:
Special City Council Meeting and Budget Workshop August 2, 2022 at 4:00 p.m.

Agenda Item Cover Sheet

Agenda Item Subject/Title:

Discuss and Take Appropriate Action on a Proposed Ordinance Amending the Code of Ordinances at Title XV ("Land Usage"), Chapter 156 ("Zoning") to Allow for Building Across Adjacent Lot Lines with Unified Ownership

Agenda Item Summary:

This ordinance is the summary of work dating back to the Fall of 2021, and has passed through Council twice and the Planning and Zoning Commission. Recommendations from both bodies have been incorporated into a unified ordinance. This version features significant changes to address concerns expressed by Council, Planning and Zoning, and City Attorney Bud Wymore. This would be considered the first reading of this ordinance in its entirety, but it does not deviate in concept or purpose from previous versions used for discussion.

Financial Impact:

\$250 filing fee

Recommendations:

Recommend that City Council pass the Ordinance as written to allow property owners the right to maximize the use of their adjacent lots without having to pass through the burden of re-platting or losing their future ability to sell one or more lots individually.

Supporting Documents Included:

Building Across Lot Lines Ordinance

Submitted by: Councilmember Debra Hines

ORDINANCE NO. _____

AN ORDINANCE AMENDING THE CITY OF WOODCREEK, TEXAS, CODE OF ORDINANCES AT TITLE XV ("LAND USAGE"), CHAPTER 156 ("ZONING"); PROVIDING FOR ENACTMENT, REPEALER, SEVERABILITY, CODIFICATION, AND EFFECTIVE DATE, AND FINDING PROPER NOTICE AND MEETING.

WHEREAS, The City of Woodcreek recognizes individual property rights of landowners within the city limits; and

WHEREAS, The City of Woodcreek seeks to avoid placing undue regulations or limitations on the rights or use of land by private owners; and

WHEREAS, The City of Woodcreek values its citizens and understands that property owners shall have their rights protected by the governing body and it is the governing body's duty to review and change certain regulations as necessary in order to promote the greatest liberty possible for residents while still maintaining safety and good order; and

WHEREAS, The City of Woodcreek City Council finds that property owners who hold multiple adjacent lots deserve the ability to utilize these lots in a manner they see fit and that said owners can exercise good judgment in the placement of certain accessory structures and fencing to maximize the use of their lands; and

WHEREAS, the City Councils finds the creation of this ordinance aligns with the best interests of its citizens and is for good government and order of the City.

NOW, THEREFORE, BE IT ORDAINED by the City Council of the City of Woodcreek:

1. FINDINGS OF FACT

The foregoing recitals are incorporated into this Ordinance by reference as findings of fact as if expressly set forth herein.

2. ENACTMENT

The Code of Ordinances of the City of Woodcreek is amended at Title XV ("Land Usage"), Chapter 156 ("Zoning") so as to read in accordance with Attachment A attached hereto and incorporated into this Ordinance for all intents and purposes.

3. REPEALER

All ordinances, resolutions, or parts thereof, that are in conflict or inconsistent with any provision of this Ordinance are hereby repealed to the extent of such conflict, and the provisions of this Ordinance shall be and remain controlling as to the matters regulated, herein.

4. SEVERABILITY

Should any of the clauses, sentences, paragraphs, sections or parts of this Ordinance be deemed invalid, unconstitutional, or unenforceable by a court of law or administrative agency with jurisdiction over the matter, such action shall not be construed to affect any other valid portion of this Ordinance.

5. CODIFICATION

The City Secretary is hereby authorized and directed to record and publish the language of Title XV, Chapter 156, as written by this Ordinance, in the City's Code of Ordinances.

6. EFFECTIVE DATE

This Ordinance shall be effective immediately upon its passage and the publication of caption of this ordinance as provided by law.

7. PROPER NOTICE & MEETING

It is hereby officially found and determined that the meeting at which this Ordinance was passed was attended by a quorum of the City Council, 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. 27

PASSED & APPROVED this, the ____ day of July 2022, by a vote of ____ (ayes) to ____ (nays) and ____ (abstentions) of the City Council of Woodcreek, Texas.

Jeff Rasco, Mayor

Suzanne Mac Kenzie, City Secretary

Attachment "A"

City of Woodcreek

CODE OF ORDINANCES

TITLE XV: LAND USAGE

CHAPTER 156: ZONING

§ 156.066 BUILDING ACROSS LOT LINES & ON MULTIPLE LOTS

(A) Notwithstanding the foregoing, or any other provisions of this section of Woodcreek's Code of Ordinances, building across lot lines on multiple lots may be allowed if, and only if, there is unified ownership of adjacent lots, and if there is at least one primary structure, such as a single-family residential home, presently existing on one of the adjacent lots with unified ownership.

(B) Any new construction or repairs of existing construction on adjacent lots viewed as having unified ownership under this section are subject to the following restrictions:

(1) Fences, water permeable walkways, and similar related landscaping may be built across lot lines and cross over into an adjacent lot as well as any lot adjacent thereto. Provided however, the placement limitations for fencing set forth in section 156.057 shall apply and with the understanding that adjacent lots with unified ownership shall be viewed as "one-lot" for the purposes of determining fence location under this section. Walkways constructed may not utilize concrete pavement and shall feature water permeable options.

(2) Accessory and other non-permanent structures may be built on lots adjacent to a lot on which a primary structure is located as well as any adjacent lot thereto, even if those lots do not have a primary structure, so long as the lots are connected via unified ownership as outlined in this section. Building of such structures is limited by the following restrictions:

(a) Accessory structures, and other non-permanent structures, may not involve the pouring or placement of a concrete slab; they shall be built on the ground or utilizing a pier-and-beam design. This includes and walkways constructed to and around accessory and other non-permanent structures; they must be water permeable and may not utilize concrete in their execution or design.

(b) These accessory, non-permanent, structures may **not** be fit for or intended to be used for human occupation. Examples of permitted structures include but are not limited to green houses, sheds, playground equipment, an enclosed garage space, etc. Prohibited structures would include a guest house, pool house, office, or a garage space with climate regulation and a bathroom.

(c) The maximum size for any accessory structure built on an adjacent lot with no primary structure shall be 400 sq ft.

(3) Building setback requirements will apply to all lot lines even the interior lines of adjacent lots when viewed as one collective lot under unified ownership for the purposes of building accessory structures. Only landscaping, walkways, and fencing may cross building setbacks or lot lines. Accessory and other non-permanent structures may not crossover or encroach upon building setback and other interior lot lines as outlined in section 156.062

(4) Standard impervious cover limitations shall apply to the lot on which the primary structure exists. By fencing in or unifying lots in this manner, it does not increase the total square footage of a single lot and so therefore does not increase impervious coverage limitations or calculations for any of the lots viewed under unified ownership as outlined in this section.

(5) Lots on which there is not a primary structure will only be entitled to use one-half of the allowable impervious cover; this is 15% of the total lot square footage as outlined in section 50.37. This is applicable to all constructions such as accessory structures, placement of large rock landscaping, and decking.

(B) The foregoing does not provide an absolute right to make improvements to adjacent lots with unified ownership. Owners who wish to make improvements under this section will be required to follow the permitting and approval process for the City of Woodcreek.

(C) The process for building across lot lines as outlined in this section and applying to adjacent lots viewed as under unified ownership is not equivalent to, nor does it replace the process of, replating. Owners that choose to use this section to build across lot lines or place accessory, non-permanent, structures on adjacent lots without a primary structure are subject to disclosing this information to future owners in the real estate transaction process. It shall be deemed illegal for them to represent lots that have been unified in the manner outlined in this section as replated or as a single lot under any legal description as recognized by government bodies that have the authority to levy taxes or place liens on real property.

(D) Owners who chose to use this section to build across lot lines for adjacent lots under unified ownership retain the right to sell an individual lot and may proceed with the understanding that pending a sell of real property they may be required to remove all or portions of any accessory structures, fencing, walkways, and/or landscaping to sell any single lot viewed as under unified ownership for the purposes of this section of the City of Woodcreek Code of Ordinances.

Council Meeting Date:
Special City Council Meeting and Budget Workshop August 2, 2022 at 4:00 p.m.

Agenda Item Cover Sheet

Agenda Item Subject/Title:

Report from Tree Board Liaison Councilmember Pulley on Recommendations from the Tree Board on the Proposed Ordinance to Replace Title IX ("General Regulations"), Chapter 91 ("Trees") Followed by Discussion and Possible Action by Council

Agenda Item Summary:

An updated Tree Ordinance has passed through Council, with amendments, to the Tree Board who has made the following recommendations for consideration back to Council:

- Certified Arborists should be accredited by the Tree Care Industry Association (TCIA)
- Is 20% of the Land Value enough when considering tree preservation restrictions for new development?
- Section 91.07 should read 8 foot at the property line or over a walkway and 14-16ft over the roadway

Council shall discuss and consider these recommendations, and any additional concerns from other Councilmembers, in this meeting. The goal would be to create another round of suggested amendments to the Tree Ordinance in preparation for a second reading of the proposed Chapter 91 ordinance update. This second reading may be subject to another review by the Tree Board prior to returning to Council.

Financial Impact:

none at this time

Recommendations:

Recommend that the Council review and incorporate the Tree Board recommendations into the proposed ordinance and make further edits or suggestions to be included into a 2nd re-write by Councilmembers Hines and Grummert of the proposed Chapter 91 Tree Ordinance update. Council should consider sending the ordinance back to the Tree Board for additional review prior to a 3rd reading by Council.

Supporting Documents Included:

Tree Ordinance Update (4) pdf
 Tree Ordinance Council Suggestions pdf
 Tree Ordinance Significant Changes (2) pdf

Submitted by: Councilmember Debra Hines

COUNCIL EDITS AND SUGGESTIONS – Chapter 91 Tree Ordinance Update – Proposed 5/25/2022**Sent to Tree Board for Review and Recommendation Back to Council**

Address Tree Topping

Increase replacement tree program from city to 50% or up to \$600

Clarify that with diagnosis from an arborist that oak wilt trees will not be fined or require replacement

Consider certified arborist only for oak trees (removed protected trees from requiring an arborist unless of the Oak species)

Consider “More teeth” on development, but relax requirements for existing residents

Need these regulations in the platting section to really be able to enforce in the ETJ*

*(sending to K.Friese to incorporate in the re-write of 154 and 155 after Tree Board has made recommendations and if Council passes)

Penalty for workers not sterilizing their tools

Cash payment (value of land alone and no house)

Enhance cash in lieu payment

State exception to fees and penalties for hazardous trees

Consider loosening requirements on protected trees

SIGNIFICANT CHANGES IN THE PROPOSED UPDATE TO CHAPTER 91: TREE ORDINANCE:

- Applies to ALL property under the jurisdiction of the City and not just new construction, development or subdivision. This includes residential, commercial, and recreational lands within the city limits and ETJ.
- Bans the controversial and undesirable pruning practice of “lion tailing” and “topping” and established regulatory consequences for the use of this practice if it can be proven that the tree failed because of the practice.
- Enhances the Tree Board guidelines for that governing body
- Creates an incentive program to help residents replace trees lost to Oak Wilt
- Adds penalties for responsible parties not cleaning their tools between trees and not painting live wounds/cuts on Oak trees
- Defines and designates Protect and Heritage Trees, establishing rules for their preservation.
 - Residents and developers MUST use a certified arborist to work on Heritage trees and Protected trees of the oak species except in the case of a full removal. Although a trained arborist is recommended in this case because the removal of large trees can pose a significant hazard to life and property.
 - Removal of a Protected Tree is discouraged and the property owner or developer must replace it or provide a cash-in-lieu payment.
 - Removal of a Heritage Tree is prohibited and the property owner or developer must go through the variance process in order to request permission to remove. If removal is granted a replacement or cash-in-lieu payment must be made.
 - Certified arborist required for trenching around trees designated Protected or Heritage during construction.
- Creates a separate permit process for removal versus just trimming for all trees.
- Increased payments for removing Protected and Heritage Trees.
- Moved “Cedar Stands” to Protected Tree status from Heritage.
- Improved guidelines for trees infected with things other than Oak Wilt and bug infestations
- Strengthens guidelines and tree protections for new development and in the construction process.

CITY OF WOODCREEK, TEXAS**AMENDMENT TO TITLE IX GENERAL REGULATIONS OF THE CODE OF ORDINANCES****AN ORDINANCE AMENDING THE CITY OF WOODCREEK CODE OF ORDINANCES AT TITLE IX ("GENERAL REGULATIONS"), CHAPTER 91 ("TREES") PROVIDING FOR ENACTMENT, REPEALER, SEVERABILITY, CODIFICATION, AND EFFECTIVE DATE, AND FINDING PROPER NOTICE AND MEETING.**

WHEREAS, pursuant to Texas Local Government Code Section 51.001, the City has general authority to create an ordinance that is for good government and order of the City; and

WHEREAS, the City Council finds that the preservation of tree inventory is environmentally beneficial and contributes to the overall aesthetics and natural beauty of the City; and

WHEREAS, the City Council recognizes that trees, if properly cared for, are assets that enhance property values but can quickly become liabilities if they are not monitored and protected; and

WHEREAS, the City Council recognizes that a single tree's lifespan is greater than any one property owner, and so therefore the City has a duty to protect the trees of the community for generations to come by enacting reasonable regulations for the care and protection of trees under the City's jurisdiction; and

WHEREAS, The City Council finds that the potential for development to negatively impact the City of Woodcreek's tree inventory, including the largest and most significant trees, requires reasonable regulations; and

WHEREAS, the City Councils finds the creation of this ordinance aligns with the best interests of its citizens and is for good government and order of the City.

NOW, THEREFORE, BE IT ORDAINED by the City Council of the City of Woodcreek:

1. FINDINGS OF FACT

The foregoing recitals are incorporated into this Ordinance by reference as findings of fact as if expressly set forth herein.

2. ENACTMENT

The Code of Ordinances of the City of Woodcreek is amended at Title IX ("General Regulations"), Chapter 91 ("Trees") so as to read in accordance with Attachment A attached hereto and incorporated into this Ordinance for all intents and purposes.

3. REPEALER

All ordinances, resolutions, or parts thereof, that are in conflict or inconsistent with any provision of this Ordinance are hereby repealed to the extent of such conflict, and the provisions of this Ordinance shall be and remain controlling as to the matters regulated, herein.

4. SEVERABILITY

Should any of the clauses, sentences, paragraphs, sections or parts of this Ordinance be deemed invalid, unconstitutional, or unenforceable by a court of law or administrative agency with jurisdiction over the matter, such action shall not be construed to affect any other valid portion of this Ordinance.

5. CODIFICATION

The City Secretary is hereby authorized and directed to record and publish the language of Title IX, Chapter 91, as written by this Ordinance, in the City's Code of Ordinances.

6. EFFECTIVE DATE

This Ordinance shall be effective immediately upon its passage and the publication of caption of this ordinance as provided by law.

7. PROPER NOTICE & MEETING

It is hereby officially found and determined that the meeting at which this Ordinance was passed was attended by a quorum of the City Council, 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. 27

PASSED & APPROVED this, the ____ day of May 2022, by a vote of ____ (ayes) to ____ (nays) and ____ (abstentions) of the City Council of Woodcreek, Texas.

Jeff Rasco, Mayor

Suzanne Mac Kenzie, City Secretary

Attachment "A"
City of Woodcreek
CODE OF ORDINANCES
TITLE IX: GENERAL REGULATIONS
CHAPTER 91: TREE PROTECTIONS

91.01 TITLE

This chapter may be known and cited as the "Tree Ordinance."

91.02 JURISDICTION

Under the authority of sections 212.002 and 212.003 of the Local Government Code, Chapter 91: Trees Protections, is applicable to:

- (1) Both the City of Woodcreek and its ETJ.
- (2) All residential and commercial properties.
- (3) New development including but not limited to planned development districts, planned unit districts, municipal utility districts, subdivisions, and all other residential, commercial, and nonresidential lot improvements.
- (4) Existing residences and commercial properties.
- (5) Clearing of any land regardless of zoning with, or without, a primary structure.
- (6) Industrial zoning and development should it occur
- (7) Agriculture lands
- (8) Recreational properties not owned by the city or designated as public parks, greenspaces, or other public lands.

91.03 INTENT AND PURPOSE

- (A) The tree code regulations protect the health, safety, and general welfare of the citizens of Woodcreek.
- (B) The appearance of the city is enhanced, property values are protected, and the important ecological, cultural, and economic resources are preserved for the benefit of the city's residents, businesses, and visitors by implementing protections for trees within the jurisdiction of the city.
- (C) The sections within this chapter address trees in both development and non-development situations and seek to enhance the quality of the tree canopy, optimize the benefits that trees provide, and avoid unnecessary reductions in the tree inventory of the community.

(D) For new development situations, additional requirements are designated to promote tree preservation and protect existing trees throughout the construction process.

91.04 DEFINITIONS

For the purposes of this chapter, the following definitions shall apply unless the context clearly indicates or requires a different meaning. Words used in the chapter and not defined herein shall have their ordinarily accepted meaning.

CEDAR (Juniperus) STAND A group of cedars where 65% are over ten (10) feet tall and range over an area at least ten (10) feet wide.

DEVELOPER A person, contractor, corporation, or other legal entity with legal control over a property for the purpose of making improvements upon the land such as clearing, installation of utilities, or the building of a structure who may or may not occupy or live upon the property in question.

DBH (diameter at breast height). The tree trunk diameter of an existing tree measured in inches at a height of 4.5 feet above the ground. If a tree splits into multiple trunks below 4.5 feet, the trunk is measured at its narrowest point beneath the split.

DISEASED TREES Oaks infected by the fungus *Ceratocystis fagacearum*. Other trees infected by any disease rendering them unsustainable.

ESCROW A deposit of a cash bond with the city in accordance with this article.

FUNGICIDE A chemical treatment used on non-symptomatic or slightly symptomatic trees within the trench line that could be vulnerable to infection of oak wilt.

HERITAGE TREE A tree that has a trunk of twenty-four (24) inches in diameter or greater measured at DBH; or a multi-trunked hardwood tree having a total trunk DBH of thirty (30) inches or more (not counting trunks that are eight (8) inches or less in diameter); And is one of the following species:

- Ash, Texas
- Cypress, Bald
- Elm, American
- Elm, Cedar
- Madrone, Bigtooth
- All Oaks
- Pecan
- Walnut, Arizona
- Walnut, Eastern Black

This list of eligible heritage tree species may be supplemented, but not reduced, as prescribed by rule.

LION TAILING A pruning method where all the interior branches are removed, leaving only tufts of leaves and small branches at the ends of the large limbs. It damages the health and structural stability of the tree.

LIVE OAKS Members of a distinct group of the genus *Quercus* characterized by the leathery oval leaves that includes two Texas species: plateau live oak (*Quercus fusiformis*) and coastal live oak (*Quercus virginiana*).

NATURAL AREA An area where the naturally grown landscaping is left primarily undisturbed, except for removal of poison ivy, greenbrier, and similar vegetation, invasive species, oak wilt removal and/or prevention measures, and allowing for maintenance of the trees to maintain vigorous growth.

OAK WILT A vascular wilt disease of oaks. The fungus responsible, *Ceratocystis fagacearum*, invades the water-conducting tissues of oak roots, trunks and limbs. *Ceratocystis fagacearum* does not actively grow anywhere in nature except in oak trees. Spores of this fungus can be moved around by certain insects and by humans.

OAK WILT CENTER A site where the oak wilt fungus is spreading through the roots of diseased trees to infect healthy oaks, creating an area of sick, dead and dying oaks.

RESIDENT A person with legal control over the property in question, to include lessees, owners, and all other occupants who may make alterations to the landscape of the property or hire someone to do the same.

PREVENTATIVE MEASURES Actions that prevent the spread of oak wilt from diseased to healthy oaks, including but not limited to oak wilt suppression trench installation and the removal and destruction of diseased oaks and firewood from diseased oak.

PROTECTED TREE A tree with a diameter of nineteen (19) inches in diameter or greater measured at DBH. Or, Cedar Stands as defined in this ordinance.

RED OAKS Members of a distinct group of the genus *Quercus* characterized by lobed leaves tipped by small soft spines, including but not limited to Texas red oak (*Quercus texana*, also called *Quercus buckleyi*), shumard oak (*Quercus shumardii*), southern red oak (*Quercus falcata*), and blackjack oak (*Quercus marilandica*). These trees are highly susceptible to Oak Wilt, and can spread it naturally.

REMOVAL Means an act that causes or may be reasonably expected to cause a tree to die, including uprooting, severing the main trunk; damaging the root system; and/or excessive pruning.

SUBSTANTIALLY DEAD TREE Tree in which 90% or more of the previously healthy branches have died due to any cause, or which have been certified by an arborist as substantially dead.

SUSCEPTIBLE SPECIES All varieties of the genus *Quercus* that may be infected and killed by *Ceratocystis fagacearum*, including live oaks and all species of red oak.

TOPPING The practice of removing the top of a central stem, or leader, on a tree and the upper main branches. It damages the health and structural stability of the tree.

TREE BOARD The City of Woodcreek Tree Board.

TRENCHING Short for OAK WILT SUPPRESSION TRENCHING INSTALLATION, a method used to isolate the infected area between healthy and diseased trees. Trenching equipment is used to cut connecting roots so that fungus cannot spread between trees.

WOODY DEBRIS Branches and limbs smaller than two inches in diameter cut from diseased trees; also, such branches and limbs from an unknown source that may potentially harbor the oak wilt fungus.

91.05 ESTABLISHMENT OF A TREE BOARD

There is hereby created and established a City Tree Board, which shall:

- (1) Consist of up to seven members, five regular members and two alternates who are resident citizens and qualified voters of the City of Woodcreek.
- (2) Each Council Member shall recommend one regular appointment and shall be accepted upon Council approval.
- (3) Alternates will be recommended by the mayor and shall be accepted upon Council approval. The Parks & Recreation Board may serve as the Tree Board.
- (4) Members and alternates will serve two-year staggered terms. Upon initial appointment, three members shall serve for two years, two members shall serve for one. Both alternates shall serve for a two-year term. This determination of term limits will be made by drawing names and the first three selected will serve the full two-year terms.
- (5) Members may resign at any time. If a vacancy occurs, at the next regular meeting, the Councilmember who originally appointed that member shall recommend a replacement person, with approval of the Council, to fill the unexpired term.
- (6) Members and alternates of the board shall serve without compensation.
- (7) Persons appointed to the Tree Board, as member or alternate, may serve on other City boards, panels, or work groups so long as it is not on the governing body of Woodcreek.
- (8) The Tree Board shall create and maintain a "tree inventory" including species and location of all trees located in public parks, right-of-way greenspaces, and other public land.
- (9) It shall be the responsibility of the Tree Board to study, investigate, provide counsel, develop and/or update annually, and administer a written plan for the care, preservation, pruning, planting, replanting, removal or disposition of trees and shrubs in parks, right-of-way greenspaces, and in other public areas per the Greenspaces Ordinance. Such a plan will be presented annually to the City Council and upon their

acceptance and approval shall constitute the official comprehensive city tree plan for the City. Any actions taken in accordance with this plan shall require the approval of city council.

(10) The Tree Board, upon request by the City Council, shall consider, investigate, make findings, report and recommend upon any special matter of question coming within the scope of its work.

(11) The Tree Board shall choose its own officers, make its own rules and regulations, keep minutes of its meetings, and shall function like a work group in that it is not officially subject to the requirements of the Texas Open Meetings Act (TOMA).

(12) The Tree Board shall, however, make every effort to create transparency and a detailed public record of their work for citizens. Thus, all meetings and agendas shall be publicly posted and recordings will be made and published of any meetings that do not occur in the field.

(13) The Tree Board shall participate in or hold an annual Arbor Day event (date to be established annually). This event can occur in conjunction with the celebration of other natural resources and/or protective organizations, such as but not limited to the Cypress Creek Watershed protections, Trinity Aquifer regulations, Jacob's Well management zone, rainwater collection efforts, permaculture education, and other similar sustainable practices.

91.06 TREE FUND

(A) A fund is hereby created in which any/all cash-in-lieu paid to the City pursuant to the mandates of this chapter shall be deposited.

(B) The Fund will be administered by the City Council who may designate this responsibility to the Tree Board and may be drawn upon to implement landscaping improvements on city parks, city-controlled public right-of-way greenspaces, and other public land.

91.07 TREE TRIMMING PERMIT REQUIRED

(A) No property owner, resident, person, individual, firm, corporation, contractor, landscape contractor, developer, tree trimmer, builder, utility service or any other type of business entity shall trim, prune, or remove any tree within the city or its ETJ without having first obtained the appropriate permit from the city.

(B) Permits shall be issued based on the current fee schedule.

(C) Permits shall be effective for 30 days from the date of issuance and shall apply only to the lot or parcel of land for which it is issued.

(D) Pruning or cutting of oak trees shall be prohibited in the spring months of February through June when fungal spore formation and beetle activity are highest unless such activities are completely unavoidable to protect the safety of people and property or the health of the tree. A permit from the City must be secured prior to pruning or cutting in this situation.

(E) Pruning or cutting of oaks is permitted from July through January. All tools used on oak trees must be disinfected between trees year-round. A \$500 fee will be charged for all trees placed at

risk should a responsible party be caught not cleaning their tools between working on different trees.

(F) Regardless of the time of year that the wound occurs, black tree wound dressing must be applied immediately to all wounds of any size on susceptible oaks, including the cut surface of healthy oak stumps, pruning cuts, construction damage, or any spot where the bark has been removed to expose the wood beneath, to discourage potential insect/disease contamination. Failure to seal any wound immediately upon creation is an unlawful violation of this chapter. This includes trunks of any oak trees fully removed where the trunk portion is left behind. A \$500 fee will be charged for each tree placed at risk should a responsible party be caught not immediately applying black tree wound dressing to live cuts and other wounds.

(G) The permit shall be posted in a place where it can be seen from the nearest street while the work is in process.

(H) Residents are encouraged to seek professional services from a licensed arborist for all tree-trimming and/or removals for all trees, but a certified arborist is required for the trimming of all trees designated as Heritage and all Protected Oak trees.

(I) It is the responsibility of the property owner to secure the proper permits.

(J) The practices of “lion tailing” and “topping,” as described in the definitions in section 91.04 of this chapter, are prohibited. If these practices are used by a resident or developer or conducted by hired help under the supervision and employment of the resident or developer, and the use of these practices later result in the loss or need for removal of a protected or heritage tree, as diagnosed by a certified arborist, then the owner will be subject to all the same fines and replacement measures assigned for removal of protected and heritage trees under the section 91.08

(K) There will be a separate permit process (91.15) for tree removal for all existing and new development within the city limits and the ETJ to establish the species of a tree and if it is a Protected or Heritage or nuisance tree. See section 91.09 of this chapter for more information.

(L) The following trees may require a permit but do not require mitigation to meet the objectives of invasive species management efforts of the City of Woodcreek.

Chinaberry (*Melia azedarach*)

Chinese parasol tree (*Firmiana simplex*)

Chinese pistache (*Pistache chinensis*)

Chinese tallow (*Sapium sebiferum*)

Golden Rain Tree (*Koelreuteria paniculata*)

Ligustrum, wax leaf (*Ligustrum japonicum*)

Ligustrum, Japanese (*Ligustrum lucidum*)

Lilac chaste (*Vitex agnus-castus*)

Mimosa, non-native (*Albizzia julibrissin*)

Mulberry, paper (*Broussonetia papyrifera*)

Mulberry, white (*Morus alba*)

Nandina (*Nandina domestica*)

Photinia, Chinese (*Photinia, spp.*)

Privet, common (*Ligustrum sinense, Ligustrum vulgare*)

Pyracantha (*Pyracantha spp.*)

Russian olive (*Elaeagnus angustiflora*)

Siberian Elm (*Ulmus pumila*)

Tamarisk, salt cedar (*Tamarix spp.*)

Tree of Heaven (*Ailanthus altissima*)

(M) As a result of a storm or fire, a person may, without a permit, trim, prune or remove a storm damaged tree that is an imminent hazard to life or property if the tree is removed within seven days of being damaged by the event.

(1) Photos of the damaged tree and a written explanation showing the imminent hazard will be provided to the city within fifteen days of the event.

(2) If imminent hazard is not shown to have existed, the city may impose fines or fees for the removal of said damaged tree without having first obtained a permit.

(3) The city manager or their designee may extend these deadlines for widespread and extensive storm damage.

(4) This exception is extended to cover Protected and Heritage Trees should a storm damage them significantly and they pose a serious immediate hazard to persons or property. No fee will be assessed nor replacements required for Protected and Heritage trees that have been damaged in a natural event for which full removal is suggested or required. If the tree is designated as Protected or Heritage and was removed, and it is determined that full removal was not necessary by city officials and a certified arborist, then the appropriate replacement costs will be imposed.

(N) Every owner of any tree overhanging any street or right-of-way within the City shall prune the branches so that such branches shall not obstruct view of any street intersection and so that there shall be a clear space of eight feet (8') above the surface of the street, sidewalk or right of way.

(1) Said owners shall remove all dead, diseased, or dangerous trees, or broken or decayed limbs which constitute a menace to the safety of the public.

(2) The City shall have the right to prune any tree or shrub on private property when it interferes with the visibility of any traffic control device or sign.

(3) The City will notify citizens of intent to prune trees or shrubs at least seven (7) days in advance of commencing this work.

(4) This work shall follow Oak Wilt guidelines as described in this chapter and the City will follow proper procurement procedures for all contracted workers utilized for right-of-way clearance.

91.08 PROTECTED AND HERITAGE TREES

(A) **Protected Trees** as defined in this chapter are trees with a trunk diameter of 19 inches and greater and they are not listed as invasive in section 91.07 (L) of this chapter.

(1) Trees designated as protected are considered to be highly desirable, and private landowners and developers are encouraged to preserve these trees through proper care and maintenance.

(2) A certified arborist is recommended but not required for trimming on protected trees except all Oak species. Protected size trees of the Oak species will require a certified arborist for trimming.

(3) If removal of a protected tree is desired, then the landowner or responsible party of existing lots and/or new development must request a permit for removal and they must provide replacement tree at a ratio of 1:1, or cash-in-lieu may be paid to the City Tree Fund in the amount equal to the cost of nursery stock required to replace the diameter amounts lost and the cost of installation on a per unit basis, not to exceed one hundred dollars (\$100.00) per diameter inch lost or 20% of the current value of the property, not including any structures built upon the lot, as assessed in the most current county appraisals.

(4) Homeowners may offset costs by 100% with a tree replacement, non-resident developers may offset costs by 50% with a tree replacement but are subject to pay the remaining fee, and commercial developers allowed 40% offset with planting and then are subject to pay the remaining fees.

(B) **Heritage Trees** as defined in this chapter are trees with a trunk of twenty-four (24) inches in diameter or greater measured at DBH; or a multi-trunked hardwood tree having a total trunk DBH of thirty (30) inches or more (not counting trunks that are eight (8) inches or less in diameter); And is one of the species listed in section 91.04 under Heritage Tree.

(1) Trees designated as heritage are hereby prohibited from removal.

(2) A certified arborist is required for all trimming on Heritage Trees.

(3) Property owners, residents, and developers who wish to remove a Heritage Tree must request a variance. They must show proof that there is substantial reason to remove a Heritage Tree and placement of a desired structure is not considered to be reason enough to remove a Heritage Tree.

(4) If a removal variance is granted, a replacement must be provided at a ratio of 1:1, or cash-in-lieu may be paid to the City Tree Fund in the amount equal to the cost of

nursery stock required to replace the diameter amounts lost and the cost of installation on a per unit basis, not to exceed one hundred dollars (\$100.00) per diameter inch lost or 20% of the current value of the property, not including any structures built upon the lot, as assessed in the most current county appraisals.

(5) Homeowners may offset costs by 100% with a tree replacement, non-resident developers may offset costs by 50% with a tree replacement but are subject to pay the remaining fee, and commercial developers allowed 40% offset with planting and then are subject to pay the remaining fees.

(C) **Protected and Heritage Trees** that have been lion tailed or topped, as diagnosed by a certified arborist, will not be considered exempt under any circumstances from the usual fees or replacement measures associated with the removal of said trees even if they are deemed hazardous or diseased if it is established that the lion tailing or topping caused the established protected or heritage tree to decline. Owners who wish to avoid these costs shall have to prove that the structural damage of lion tailing occurred prior to their purchase of the property or prior to enactment of this ordinance. Owners can contest this ruling by requesting a public hearing and appealing to the Adjustment Board with proper documentation.

(D) **Diagnosed Oak Wilt in Protected and Heritage Trees** may result in their removal. If Oak Wilt is detected and it is substantial enough to warrant removal or has caused significant structure damage or death of large portions of the tree, as diagnosed by a certified arborist, these trees are exempt from replacement requirements and removal fees imposed by the City. Residents are still encouraged to replace trees and the City offers financial assistance for replacement of trees lost due to Oak Wilt in section 91.10 (E).

91.09 **TREE REMOVAL**

(A) All tree removals must go through a permit process separate from the tree trimming process. This is to determine the species, Protected or Heritage tree status, or if there is a public hazard or nuisance.

(B) Removal of Protected Trees should be avoided. In the case of bug infestation or disease, besides Oak Wilt, treatments should be pursued before removal if possible. Protected trees should be replaced following the procedures outlined in section 91.08 (A).

(C) Removal of Heritage Trees is prohibited. A variance must be requested, significant proof is needed for approval to remove beyond placement of a desired structure alone, and the replacement procedures outlined in section 91.08 (B) apply.

(D) Removal of trees listed in 91.07 (L) is permitted and no replacement procedure is required. The permit in this case is simply to establish the tree type.

(E) Residents are highly encouraged to use a licensed and insured tree care professional for all removals as they can pose a serious risk to life and property.

91.10 **OAK WILT**

(A) Reporting. Any person who discovers or suspects the presence of oak wilt infestation or an oak wilt infected tree shall report that information to the City Manager/Administrator within ten (10) business days.

(B) Inspections and Notice to Owner

(1) The City of Woodcreek is authorized and empowered to send a representative from city staff, the Tree Board, Texas A&M Forest Service, or a certified arborist to enter upon any lot or parcel of land in the city or its ETJ at any reasonable hour for the purpose of inspecting any oak tree(s) or dead oak wood situated thereon.

(2) Every reasonable effort shall be made to contact the owner, resident, or other persons who may have charge or control of the lot or parcel in advance to notify them of the inspection and to request entry.

(3) If there is a living structure on premise, or it is established by observation that the parcel or lot is occupied at the time of the inspection, the aforementioned personnel shall first present credentials, alert the occupant of their intention to enter the property for inspection purposes, and request entry.

(4) Owners and occupants shall provide reasonable cooperation for the entry and inspection of their property for the purpose of dealing with this public nuisance. While permission from the resident, owner, or occupant is necessary for entry, if such entry is refused and the City has probable cause to believe that there exists on the premises a public nuisance such as oak wilt, the city shall go before the Municipal Court Judge to seek and obtain a search warrant. The purpose of this warrant is to determine the presence of oak wilt and to obtain samples.

(C) Confirmation of Oak Wilt and Notice to Owner:

(1) If, on laboratory analysis of specimens removed from any red oak tree, it is determined that such tree is infected with Oak Wilt, or if it is determined that any dead or substantially dead red oak tree, is infected with Oak Wilt then it must be fully removed and all wood taken from the property and disposed of properly. Tools used should be cleaned immediately and shall not be used on other trees until they have been properly sanitized.

(2) If, on laboratory analysis of specimens removed from any species of oak tree other than red oak, it is determined that such tree is infected with Oak Wilt, and it is determined that the tree should be removed by a certified arborist because abatement measures to contain the Oak Wilt and/or prolong the tree's lifespan are determined to be insufficient or cost prohibitive for the owner, or it is determined the structural damage to the tree is significant enough to make it a public health hazard then it must be fully removed and all wood taken from the property and disposed of properly.

(3) It is determined that any such tree, dead or alive, infected with should be removed, the city may serve or cause to be served a written notice upon the owner of record and

upon all lienholders of the lot or parcel of land on which the tree or dead oak wood is located, requiring such owner to comply with the provisions of this chapter.

(4) Diagnosis will be obtained via laboratory verification by the Texas A&M Forest Service or through a field survey by trained personnel.

(5) Service of notice provided for in this chapter shall be by certified mail to the owner's address as listed on the Hays County Appraisal District's tax roll. Notice to a lienholder or its agent may be made by personal service or by certified mail. Certified mail returned as "unclaimed" or "refused" shall be deemed delivered.

(6) If, on laboratory analysis of specimens removed from any species of oak tree other than red oak, it is determined that such tree is infected with Oak Wilt, and it is determined that the tree could benefit from abatement and treatment efforts and that these efforts could effectively contain the Oak Wilt and prolong the tree's life as diagnosed by a certified arborist with a specialization in Oak Wilt, then the owner may take these preventive measures at their own expense.

(D) Abatement or Removal Required:

(1) Upon receipt of written notice by the city as described in 91.10 it shall be unlawful for any owner of any lot or parcel of land within the jurisdiction of the City of Woodcreek to permit or maintain on any such lot or parcel any dead oak wood or oak tree which is a public nuisance as defined in this chapter, and it shall be the duty of the owner of such to promptly remove and destroy such oak tree by cutting the tree off at ground level and removing all dead oak wood and woody debris as directed by the city.

(2) Should the property owner fail to abate the public nuisance within sixty (60) days following the receipt of notification, the city shall have the right to cause the removal and destruction of the diseased trees. The full cost of such removal and destruction shall be assessed to the property owner. Should the property owner fail to pay the city within thirty (30) days from the date of invoicing the city may, at its discretion, file a lien against the property in the amount of all costs incurred by the city, plus interest. The assessment of expenses and lien shall follow the procedures established in Tex. Health and Safety Code Ch. 342.

(3) Oaks known or suspected to have died of oak wilt may not be retained for firewood under any circumstances due to the elevated risk of fungal mat formation and insect transmission.

(4) It shall be unlawful for any person to sell firewood within the city that was taken from oak trees known or suspected to be infected by the oak wilt fungus.

(5) Pruning or cutting of oak trees shall be prohibited in the spring months of February through June when fungal spore formation and beetle activity are highest unless such activities are completely unavoidable to protect the safety of people and property or the health of the tree. A permit from the City must be secured prior to pruning or cutting in this situation.

(6) Pruning or cutting of oaks is permitted from July through January. Pruning apparatus must be disinfected between trees.

(7) Regardless of the time of year that the wound occurs, black tree wound dressing must be applied immediately to all wounds of any size on susceptible oaks, including the cut surface of healthy oak stumps, pruning cuts, construction damage, or any spot where the bark has been removed to expose the wood beneath, to discourage potential insect/disease contamination. Failure to seal any wound immediately upon creation is an unlawful violation of this chapter. This includes trunks of any diseased oak trees fully removed where the trunk portion is left behind. Residents are encouraged to fully remove the stump of diseased oak trees as they can still spread oak wilt.

(8) If any owner, resident, or responsible party including the City fails to address Oak Wilt once confirmed by laboratory specimen and it can be reasonably proven that the Oak Wilt has since spread to other nearby properties as a result of this negligence as determined by a certified arborist specializing in Oak Wilt, the property owner or responsible party of the Oak Wilt center may be liable for the damage to surrounding properties and subject to no less than half of the fees associated with removal, containment, abatement, and/or replacement of the trees on property surrounding the Oak Wilt Center and any other fees as determined in this chapter under 91.13. Reasonable proof must exist that the owner was notified of confirmed Oak Wilt and that no action was taken to contain and/or remove the diseased trees. If action was taken, and Oak Wilt still spread as diagnosed by a certified arborist specializing in Oak Wilt, then the property owner for which the Oak Wilt center was located is not liable for any spreading that may occur after reasonable efforts have been made to contain and/or remove the Oak Wilt from the property.

(E) City Sponsored Replacement Program and Oak Wilt Abatement and Prevention Efforts:

(1) The City shall appropriate funds as deemed appropriate by the City Council for oak wilt suppression on private and public lands within the city limits and in the ETJ.

(2) The City has no obligation to pay for preventive measures on any private property. However, to encourage participation by property owners, the City may enter into written agreements with certain property owners to pay for all or part of the costs of preventive measures.

(3) The City may enter into an agreement with the property owner(s) for cost-sharing of trenching or removal of dead oaks.

(4) The City may enter into an agreement with the property owner(s) for cost-sharing of replacement trees for Protected and Heritage trees lost to Oak Wilt. Residents are encouraged, but not required, to replace trees lost by Oak Wilt.

(a) The City will offer to cover 50% of the cost of the replacement tree, or up to \$600 in matching funds, to replace any protected or heritage tree that has died or must be removed due to Oak Wilt as diagnosed by a certified arborist and confirmed by the City.

(b) Trees smaller in diameter and younger in age than a designated protected or heritage tree but afflicted by Oak Wilt as diagnosed by a certified arborist and confirmed by the City, will be grouped into sets of 5 to determine a funding match from the City; for every five smaller trees a resident may receive \$600 and for every three smaller trees a resident may receive half value at \$300 in matching funds.

(c) The resident will be reimbursed upon the confirmed planting of the replacement tree. Trees must be planted in the fall, not during a drought, and the resident must provide an exact match of funds from the city to purchase a tree of advanced age and suitable durability to survive transplantation.

(d) The City will not cover costs to plant the tree and no portion of the match funds may be used for planting services. The match funds shall be solely used for the purchase of the tree.

(e) Trees selected for planting may not be susceptible to Oak Wilt and residents should reference the Texas A&M Forrester Service guidelines for appropriate trees to plant to in this area that Oak Wilt cannot infect.

(f) Residents that show proof the replacement tree planted has survived after three years will receive an additional \$100 per tree. This must be documented via photos and the tree must still be alive and thriving at the time the City sends out a representative to confirm in person.

(F) Fungicide treatment for non-symptomatic or slightly symptomatic trees or removal of infected or dead trees shall be the responsibility of the landowner.

(G) If an owner of any private land, regardless of zoning or development status, fails to remove, trench, and treat confirmed Oak Wilt then the City may remove the trees at the owner or responsible person(s) expense and may impose additional fines as described in this chapter.

(H) If any tree worker, landscaper, property owner, developer or otherwise authorized responsible party is caught not properly cleaning and sanitizing tools between their use on different trees and/or not spraying live wood immediately after making cuts they will be subject to a \$500 fine per tree placed at risk by these actions. Spray live Oak cuts and cleaning tools are year-round practices required on all oak species.

91.11 CERTAIN TREES DECLARED A PUBLIC NUISANCE AND NOT SUBJECT TO REPLACEMENT REQUIREMENTS AND/OR REMOVAL FEES

(A) Any tree which is in an unsafe condition or which by reason of its nature or growth is injurious to sewers, power lines, gas lines, water lines or other public improvements and measures to save the tree while eliminating the public risk would be cost prohibitive or unlikely to be effective as assessed by a certified arborist.

(B) All red oak diseased trees, alive, dead or substantially dead, and all wood from red oak trees to which any bark is still attached.

(C) All species and varieties of diseased oak trees that are dead or substantially dead, and all dead diseased oak wood to which the bark is still attached, which, because of its condition, may serve as a breeding place for any carrier of oak wilt disease.

(D) Any diseased tree that is dead or substantially dead.

(E) Any tree with substantial bug infestation which has resulted in significant structural damage, as determined by a certified arborist, and treatment would be unable to save or preserve the tree and thus the tree constitutes as a hazard to the public if not immediately removed.

(D) A living, dying, or dead tree or limb or shrub on a right-of-way, or adjacent to a right-of-way but on private property, if it obstructs streetlights, traffic signs, or the free and safe passage of pedestrians and vehicles, or poses a hazard to life or property. A representative of the City may meet with the property owner to discuss such a tree, and the city may give notice to the property owner to remedy such nuisance at the owner's expense.

(E) A living, dying, or dead tree or limb or shrub on a right-of-way, or anywhere on private property, that harbors an infestation or fungus or disease which a certified arborist determines is a contagious communicable threat to other trees within the city. Owners are encouraged to report such nuisances to the city. A representative of the City may meet with the property owner to discuss such a nuisance. The city may give notice to the property owner that it intends to remediate such nuisance for the owner at the owner's expense and proceed to do so. The owner shall cooperate with the city's remediation. Remediation may include various measures as determined by a certified arborist, such as spraying, injecting, trimming, or removing.

91.12 GUIDELINES FOR DISEASED OR INFESTED TREES OTHER THAN FROM OAK WILT

(A) Inspections for all trees

(1) Homeowners, residents, and all others in charge of or care over any property within the city limits of Woodcreek or its ETJ are encouraged to conduct annual tree inspections of their property. If Oak Wilt is suspected, please contact the City immediately to receive assistance in properly diagnosing diseased trees.

(2) Additional inspections to consider would be for bug infestations, diseases other than oak wilt, excess ball moss growth, girdling, buried root crowns, blight, and erosion. The City encourages residents, property owners, and developers to seek regular inspections and to pursue proper tree care but will not provide compensation outside of the programs listed in this chapter or any other official city sponsored events that may occur.

(3) It is the financial responsibility of private landowners and residents to properly inspect and care for their trees per the guidelines in this chapter to ensure the trees located within their property lines are safe and healthy, thus protecting residents' assets and property values.

(4) If there is a suspected contagious disease or bug infestation, the City may send a city representative, member of the Tree Board, or other licensed professional to inspect and

diagnose trees in question or determined at risk pursuant to the guidelines as described in section 91.10 (B).

(B) Notice to owner for diseased and infested trees

(1) If, on laboratory analysis of specimens or upon the diagnosis by a certified arborist, that any species of tree under the city's jurisdiction is determined that such tree is a public nuisance, as provided in this chapter, or if it is determined that any dead or substantially dead tree, is a public nuisance, as provided herein, and if it is determined that any such tree should be removed, the city may serve or cause to be served a written notice upon the owner of record and upon all lienholders of the lot or parcel of land on which the tree or dead wood is located, requiring such owner to comply with the provisions of this chapter.

(2) Diagnosis may be obtained via laboratory verification by the Texas A&M Forest Service or through a field survey by trained personnel.

(3) Service of notice provided for in this chapter shall be by certified mail to the owner's address as listed on the I-lays County Appraisal District's tax roll. Notice to a lienholder or its agent may be made by personal service or by certified mail. Certified mail returned as "unclaimed" or "refused" shall be deemed delivered.

(4) Once notice has been issued, action must be taken to treat or remove the public nuisance

(C) Costs for treatment, removal, and replacement

(1) The City shall appropriate funds as deemed appropriate by the City Council for suppression of infectious diseases or bug infestations that pose a threat to the greater community.

(2) The City has no obligation to pay for preventive measures on any private property. However, in order to encourage participation by property owners, the City may enter into written agreements with certain property owners to pay for all or part of the costs of preventive measures.

(3) The City may enter into an agreement with the property owner(s) for cost-sharing of treatments deemed necessary by a certified arborist.

(4) The City may enter into an agreement with the property owner(s) for cost-sharing of replacement trees.

(5) Fungicide treatment for non-symptomatic or slightly symptomatic trees or removal of infected or dead trees shall be the responsibility of the landowner.

91.15 TREE PROTECTION REQUIREMENTS FOR NEW DEVELOPMENT OR NEW CONSTRUCTION ON EXISTING DEVELOPMENT

(A) A “Grading and Tree Survey” shall be submitted with all new commercial and residential building and/or subdivision development site plans within the city’s jurisdiction. This includes development or building on lots with existing structures.

(1) The Tree Survey shall include all existing, live, healthy trees with a fourteen (14) inch or larger DBH in diameter. The Survey shall indicate the size (DBH) and species of tree. Trees observed to be distressed will be indicated with an asterisk on the tree list. Trees shall be represented by circles using the formula of one (1) foot of radius diameter for every one (1) inch of trunk diameter. Unbroken circles indicate trees that are to remain. Dashed circles indicate trees that are to be removed (including trees identified to be distressed).

(2) Healthy designated Protected Trees that require removal to accommodate the development shall be replaced at a ratio of 1:1, or cash-in-lieu may be paid to the City Tree Fund in the amount equal to the cost of nursery stock required to replace the diameter amounts lost and the cost of installation on a per unit basis, not to exceed one hundred dollars (\$100.00) per diameter inch lost for the entire Site, or 20% of the current value of the entire property without the value of any structures on the land as assessed by the most current county appraisal records (before subdivision, if being divided). Non-resident developers may offset costs by 50% with a tree replacement but are subject to pay the remaining fee, and commercial developers allowed 40% offset with planting and then are subject to pay the remaining fees. Trees identified as diseased, infested, containing Oak Wilt, or with substantial structure failure as diagnosed by a certified arborist may be exempt from replacement requirements if it is determined the tree would not naturally survive without extensive and cost-prohibitive intervention.

(3) Healthy designated Heritage Trees are prohibited from removal. A variance for removal must be requested from the City and proof that there is substantial reason to remove a Heritage Tree is required. Placement of a desired structure alone is not considered to be reason enough to remove a Heritage Tree. If the variance to remove a Heritage Tree is granted, then a replacement tree must be planted at a ratio of 1:1, or cash-in-lieu may be paid to the City Tree Fund in the amount equal to the cost of nursery stock required to replace the diameter amounts lost and the cost of installation on a per unit basis, not to exceed one hundred dollars (\$100.00) per diameter inch lost for the entire Site, or 20% of the current value of the entire property without the value of any structures on the land as assessed by the most current county appraisal records (before subdivision, if being divided). Non-resident developers may offset costs by 50% with a tree replacement but are subject to pay the remaining fee, and commercial developers allowed 40% offset with planting and then are subject to pay the remaining fees. Trees identified as diseased, infested, containing Oak Wilt, or with substantial structure failure as diagnosed by a certified arborist may be exempt from the variance and replacement requirements if it is determined that the tree could not first be preserved through treatment and mitigation.

(4) Pre- and post-construction fertilization is required for existing trees that will be, or have been, disturbed by construction activities, including disturbance of the critical root zone. All fertilizers must be phosphate-free. Receipts from this treatment must be provided to the City Manager prior to a certificate of occupancy issuance.

(5) The planting, preserving and maintaining of trees, which are contagiously diseased trees, or the storage of cut oak, unless first determined by a certified arborist to be devoid of oak wilt or properly treated, shall be deemed to be a Public Nuisance and is prohibited.

(6) During construction, measures must be taken to protect all trees; including, but not limited to: rigid fencing, shielding, and signage, as necessary. Rigid fencing shall be placed with a radius of at least ten (10) feet from the trunk or at the critical root zone, whichever is greater, unless property lines or other features prohibit a complete radius. Rigid fencing shall consist of chain-link or wood fencing not less than four (4) feet high at the drip line of the tree. Stakes shall be no more than six (6) feet apart and at least one and one-half (1-1/2) feet deep into the ground.

(7) The City Manager or Designee shall inspect and approve installed tree protection before the issuance of any Permit to commence with any construction activity.

(8) Tree protection shall remain in place until final landscaping installation is approved by the City Manager or designee.

(9) The parking or storage of vehicles, equipment or materials within the critical root zone is prohibited.

(10) Any trenching that must occur during or post construction around Protected and Heritage Trees must have the plan reviewed by a certified arborist. If it is determined the trenching will occur in a critical root zone, then the work must be conducted by a certified arborist.

(B) For all new commercial and residential developments or subdivisions or new construction on existing development, during extreme drought classifications for this region as determined by the National Drought Mitigation Center, the City Manager, or designee, may:

(1) Accept a fiscal deposit in the amount equal to the cost of purchasing and installing the trees, and other required landscaping, into the City's Tree Fund in lieu of the installation of trees, and other required landscaping, required by this chapter for the issuance of a Certificate of Occupancy Permit; OR

(2) The City Manager, or designee, may accept an escrow equal to the cost of purchasing and installing the trees, and other required landscaping. The City shall only accept the Fiscal Deposit or Escrow if an Erosion Control Plan has been reviewed and accepted by the City Manager, or Designee. Failure to maintain and adhere to an approved Erosion Control Plan during periods of an extreme drought classification shall be deemed a violation. Such a violation will result in fines and penalties being applied.

(3) The escrow may be drawn upon by the City to implement tree requirements for the depositing property owner, or the funds shall be released to the depositing property owner to implement tree requirements within thirty (30) days when after the Drought Mitigation Center determines that this region is no longer in an extreme drought condition or higher classification. Failure to implement the tree requirements within thirty (30) days of the release of the fiscal deposit to the depositing property owner shall be deemed a violation and the fines and penalties of this article shall apply.

(C) Fiscal deposit or cash accepted in lieu of replacement of trees

(1) Persons requesting that the City accept an in lieu Fiscal Deposit to the Tree Fund shall provide the City with written documentation from an entity that sells trees providing the estimated cost of purchasing and installing the trees and other landscaping required by this chapter.

(2) If no estimated cost for the installation of the trees required by this chapter is provided to the City, the City shall require a sixty-six (66) percent of the cost of the tree to be paid as the installation cost in addition to the cost to purchase the tree.

(3) Any fiscal deposits for trees paid to the City pursuant to this section shall be held in the Tree Fund and used as designated in section 91.06 of this chapter.

(4) Replacement fees for Protected and Heritage Trees are outlined in section 91.08 of this chapter.

91.16 ENFORCEMENT

The City Manager or their designee is charged with the enforcement of the provisions of this chapter.

91.17 PENALTY

It shall be unlawful for any person, firm or corporation to violate the provisions of this chapter. Any person violating any provision hereof shall be deemed guilty of a misdemeanor, and each such person shall be deemed guilty of a separate offense for each and every such violation and for each and every day or portion thereof during which any such violation continues or occurs. Upon the conviction of such violation, such offense shall be punishable by fine which shall not exceed \$500 for each separate offense.

(A) Compliance. Violators of this article will be required to come into compliance within sixty (60) days, unless a variance has been approved by the city. Compliance with this article may be grounds for withholding of other related pending permits for the project by the city.

(B) Enforcement. The city shall have the power to administer and enforce the provisions of this article as may be required by governing law. Any person violating any provision of this article is subject to a stop work order, suit for injunctive relief, and/or prosecution for criminal violations. Any violation of this article is hereby declared to be a nuisance. Any violation of this article may serve as grounds to withhold or delay issuance of other permits and revocation of a certificate of occupancy.

(C) Civil remedies. Nothing in this article shall be construed as a waiver of the city's right to bring a civil action to enforce the provisions of this article and to seek remedies as allowed by law, including but not limited to the following:

- (1) Injunctive relief. Injunctive relief to prevent specific conduct that violates this article or to require specific conduct that is necessary for compliance with this article;
- (2) Civil penalty. A civil penalty up to five hundred dollars (\$500.00) a day to be deposited in the City Tree Fund, when it is shown that the defendant was notified of the provisions of this article and after receiving notice committed acts in violation of this article or failed to take action necessary for compliance with this article, and other available relief; and
- (3) Stop work order. In the event work is not being performed in accordance with this article, the city shall issue a stop work order and all work shall immediately cease. No further work shall be undertaken on the project as long as a stop work order is in effect.