
MEETING NOTICE

The City Council of the City of Woodcreek, Texas will conduct a meeting at Woodcreek City Hall, 41 Champions Circle, Woodcreek, Texas. The meeting will be held on Tuesday, October 15, 2024 at 4:30 PM.

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

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

<https://zoom.us/j/92038137901?pwd=f4o1ww4FK2ZLG0GeBuWZCBExvFn0Fi.1>

Meeting ID: 920 3813 7901; Passcode: 793304

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

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

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

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

The Tree Board may retire to Executive Session any time during this meeting, under Texas Government Code, Subchapter D.

Action, if any, will be taken in open session.

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

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

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

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

AGENDA

CALL TO ORDER

ROLL CALL and ESTABLISH QUORUM

PUBLIC COMMENTS

CONSENT AGENDA

1. Approval of Regular Tree Board Meeting Minutes From September 9, 2024.

REPORTS FROM BOARD MEMBERS AND LIAISONS

2. Update from Council Member Krista Richardson re status of immediate hire of certified city arborist, remaining moneys and expenses for 2024 budget and 2024-2025 budget, application for Tree City, USA along with other council news.

UNFINISHED BUSINESS AND GENERAL ORDERS

3. Discussion with possible action regarding final planning, coordination and advertising for Arbor Day Celebration and Tree Give Away (Nov 9, 2024) (Mills)
4. Discuss status and implementation of tree care management plan committee regarding collaboration and interviewing with certified arborist (We Love Trees) for select trees (i.e.: removing dead trees and replacing with potential new plantings. (Ramos)
5. Status report regarding giveaway saplings' health with discussion re ongoing needs and maintenance. (McElroy)
6. Status and Discussion re plans for seasonal community education—posters for Oak Wilt and Tree Trimming; reviewing and refreshing educational materials in shed bin. (Newton, Burne-Bissett)

NEW BUSINESS

- [7.](#) Discussion with possible action re tabled city-wide fruit orchard idea (Newton, McElroy)

ANNOUNCEMENTS

1. Please bring your laptops to the meeting.
2. Next Meeting December 9, 2024

ADJOURN

POSTING CERTIFICATION

I certify that the above notice was posted on the **11th day of October, 2024 at 4:00 PM**

BY _____
Taffy Barker - City Clerk

TREE BOARD MEETING (CITY HALL)
September 09, 2024; 4:30 PM
Woodcreek, Texas

MINUTES

CALL TO ORDER

Chairperson Iris Ramos Called the Meeting to Order at 4:35 P.M.

ROLL CALL and ESTABLISH QUORUM

PRESENT

Chairperson Iris Ramos
Vice-Chairperson Jacob McElroy
Board Member Terri Burney-Bisett
Board Member Cheryl Mills
Board Member Judy Newton
Council Liaison, Krista Richardson

PUBLIC COMMENTS

No Public Comments were offered.

CONSENT AGENDA

1. **Approval of Minutes From Regular Tree Board Meeting on August 12, 2024.**

Motion was made by Member Mills to approve minutes from 08-12-24 with only edit under "Announcements: Next Tree Board Meeting Date: August 12, 2024", should say Sept. 9th, 2024. Motion was seconded by Member Burney-Bisett.

Chairperson Ramos Called for a Vote by Show of Hands.
Motion Passed: 5-0-0.

REPORTS FROM OFFICERS AND COUNCIL LIAISONS

2. Report From Tree Board Liaison, Krista Richardson.
 - a) Certified Arborist RFP Status
 - b) Any application communications from City Council.

NEW BUSINESS

3. **Discuss and Take Possible Action on the Scheduling, Planning and Advertising of Future Tree Board Events, Including Arbor Day Celebrations, Tree Give-Away on November 9, 2024, and Fun Walk/Run on April 4, 2024.**

Motion was made by Member Burney-Bisett to move to allot \$300 for Tree Give-Away Event on 11-9-24. Motion was seconded by Chairperson Ramos.

Chairperson Ramos Called for a Vote by Show of Hands.
Motion Passed: 5-0-0.

4. **Discuss and Take Possible Action to Implement a Tree Care Management Plan Committee, including the collaboration, interviewing and contracting with Certified Arborist for select trees.**

No formal voting action was taken on this item.

5. **Discuss and Take Possible Action to Use Remaining FY 2023-2024 Tree Board Budget Fund Monies for Future Event Purchases.**

Motion was made by Vice-Chairperson McElroy to request Council to approve \$105 to buy tree saplings to be planted in the near future.

Chairperson Ramos Called for a Vote by Show of Hands.
Motion Passed: 5-0-0.

6. **Discuss and Take Possible Action On Seasonal Community Education, Including posters for Oak Wilt and Tree Trimming and Reviewing and Refreshing Existing Materials Stored at City Hall.**

No formal voting action was taken on this item.

ANNOUNCEMENTS

Next Meeting Date: October 14, 2024.

ADJOURN

Chairperson Iris Ramos Adjourned the Meeting at 6:49 P.M.

Iris Ramos, Chairperson

Krista Richardson, Council Liaison



THE FRUIT TREE
PLANTING
FOUNDATION

WWW.
FTPF.ORG

INFO@
FTPF.ORG

FTPF Fruit Tree Orchard Grant Overview

The Fruit Tree Planting Foundation (FTPF) is an award-winning international nonprofit charity dedicated to planting fruitful trees and plants to alleviate world hunger, combat global warming, strengthen communities and improve the surrounding air, water and soil. FTPF programs strategically donate orchards where the harvest will best serve communities for generations, such as community gardens, schools, public parks, low-income neighborhoods, Native American reservations, animal sanctuaries and directly to underserved families. FTPF's unique mission, which has been featured in *The Los Angeles Times*, *The New York Times* and *The Today Show*, benefits the environment, human health and animal welfare—all at once! For more, please visit www.ftpf.org.

Our orchard donations are available for recipients who pledge to care for the trees and utilize them for a charitable purpose, with the goal of improving surrounding environments and providing a source of healthy nutrition for the community. If selected for an orchard donation, FTPF will provide high-quality and region-appropriate fruit trees and shrubs, orchard design expertise, on-site planting oversight and aftercare training. We help coordinate all aspects of the planting and offer an educational experience for volunteers interested in learning more about tree planting. Additional arboricultural workshops are also available the day of planting and FTPF will remain a resource for the life of the orchard.

Recipients must be nonprofits, public/nonprofit schools or government entities that 1) own the planting site (or have long-term arrangements to remain at the planting site), 2) are committed to caring for the trees in perpetuity, 3) have a source of irrigation nearby, and 4) can help coordinate local volunteers to join us on the day of planting.

For schools, our "Fruit Tree 101" program creates outdoor edible orchard classrooms at public and nonprofit schools of all levels across the country to provide generations of students with environmental education opportunities and a source of fresh fruit for improved school lunch nutrition. School orchard donations also include additional optional educational elements. The first invites students to join FTPF's instructors for a fun, hour-long lesson about the importance of trees for the environment and culminates in a group tree planting exercise. The second is our "Fruit Tree 101" standards-based curriculum (available soon) that provides educators with activities and lesson plans for all grade levels (K-12) based around the orchard. While these elements are not available for all projects, if interested please indicate as such in the application.

Application submission notes

- If you are ready to apply for an FTPF orchard grant, please complete the attached application and return it to us via email at info@ftpf.org.
- Please do your best to answer every question, unless not applicable, so that we can more fully assess your project.
- There is no deadline for applications as we accept them on a rolling basis.
- We typically acknowledge receipt of the application within a few weeks of submission, and if your project seems like a good fit for one of our current program areas, we will be in touch to further discuss the possibilities. If you do not hear from us after the acknowledgement, please rest assured that your application will remain active in our database for future opportunities in your region as they arise.
- Please note that we are currently at capacity for our international programming, however, we are still accepting submissions for longer-term consideration.



THE FRUIT TREE
PLANTING
FOUNDATION

WWW.
FTPF.ORG
INFO@
FTPF.ORG

Fruit Tree Orchard Grant Application

Thanks for your interest in a Fruit Tree Planting Foundation (FTPF) orchard donation. To help us determine if your site is suitable for our programs, please complete this application to the best of your knowledge and submit via email to info@ftpf.org.

In addition to this form, please attach or email separately digital photos of the proposed planting site and (optional) any existing site plans, indicating which direction is north.

- 1) Name of applicant organization or government entity:

- 2) Full address of proposed orchard site:

- 3) Which best describes the applicant:
 - 501(c)(3) nonprofit organization or registered NGO [*Required* – Provide your EIN # or equivalent registration information]:
 - Government entity [Specify type: city, county, state, federal, tribal, other]
 - Public school or university [*Required* – Provide the school's population, grade range, and percentage of students who qualify for free or reduced-cost lunches]:
 - Private nonprofit school or university
 - Other (please describe):

- 4) Orchard recipients utilize trees and harvest strictly for the benefit of the community and their charitable mission rather than for-profit enterprise. Please indicate which of the following purposes the orchard will be used for (please check all that apply):
 - Nutritional benefits
 - Environmental benefits
 - Educational purposes
 - As a community asset
 - Other (please specify):

- 5) Explain in a few sentences how the orchard will help your community or charitable mission.

- 6) Does the applicant own the proposed orchard planting site?
 - Yes
 - No [*Required* – Describe the land usage arrangement and indicate how many years the recipient reasonably expects to be occupying the planting site]:

- 7) If the applicant does not own the planting site, does it have permission from the owner to plant trees there and has the owner agreed to preserve the integrity of the orchard should the applicant leave for any reason?
 - Yes [Required – List name and contact information for owner]:
 - No

- 8) Approximately how many community members/students/visitors does the recipient serve through its charitable mission each year?

- 9) Roughly how many trees will the planting space accommodate? If unknown, please assess the desired area(s) by measuring 15-ft between trees or approx. 5 large adult steps (Note: trees do not have all be in the same area, they can be scattered about the site).

- 10) What is the approximate total square footage of the land available for tree planting? If possible, please attach a separate sketch or plan with the approximate dimensions of the site.

- 11) Is there available irrigation on-site (i.e. spigot attached to a building, underground sprinkler system, existing dripline) and how far is the respective distance to the planting site(s)?
 - Yes [Required – Describe the irrigation and its distance from the planting site]:
 - No

- 12) Is it possible to manually dig an 18-inch deep, 2-foot wide hole with a shovel or pick-ax at the site?
 - Yes [Required – Please actually dig a test hole this size at the site and record how many minutes it took to do so and any difficulties encountered]:
 - No

- 13) FTPF asks recipients to contribute towards the project by providing mulch for planting day. There are often free or low-cost local sources for mulch available, such as from local tree companies or municipalities. Are you willing to assume the responsibility and cost of arranging a mulch drop in advance of the orchard planting?
 - Yes (FTPF can help with planning for this upon request)
 - No

- 14) FTPF focuses on fruit trees because they are generally low-maintenance and once they have acclimated to their new surroundings and taken root, they can survive for decades with minimal care. However, FTPF also seeks recipients with a team of committed individuals or an organized committee that will diligently care for and monitor the trees, including regular watering, especially for the first critical years after planting. Does the applicant have such individuals available?
 - Yes – Please fill out the contact info for each and indicate who is the main contact for this project; the more listed, the stronger the application (more can be added in an attachment):

Caretaker name:
Position:
Email address:
Phone number:

Caretaker name:
Position:
Email address:
Phone number:

Caretaker name:
Position:
Email address:
Phone number:

Caretaker name:
Position:
Email address:
Phone number:

- Yes, we have an existing garden with its own governing garden committee or something similar (please list committee chairperson's information below):
 Chairperson's name:
 Email address:
 Phone number:
 No
- 15) Is the applicant committed to watering the orchard regularly, either manually with a hose or through another irrigation method, throughout the orchard's lifetime (decades), as needed?
 Yes
 No
- 16) FTPF often donates hoses for manual watering or full drip systems for automated watering, depending on the project's budget. If resources don't allow for the latter, is the applicant interested in contributing \$250 towards a drip system, which would be subsidized and installed by FTPF?
 Yes (if so, we will discuss the details with you prior to making any purchases)
 Unsure, but interested and would like to discuss it in greater detail in order to decide
 No
- 17) FTPF provides on-site orchard design, expertise and workshops via its team members. However, it is important to involve local volunteers as this allows the community to assume stewardship over the new orchard, ultimately benefiting its longevity. The planting is a positive experience and educational for volunteers. Will the applicant recruit volunteers (we recommend half as many people as there are trees to plant) for the day of planting, rain or shine?
 Yes [*Required* – Approx. how many volunteers is the applicant committed to recruiting]:
 No
- 18) FTPF offers additional tree and orchard care workshops in communities where there is sufficient interest and resources allow. These are typically held after the orchard planting and last 30 minutes to 1 hour. Is the applicant interested in such a program and, if so, committed to notifying its network to recruit participants?
 Yes [*Required* – Approx. how many participants would the applicant expect?]:
 No
- 19) FTPF typically arranges tree and equipment deliveries for a few days prior to the planting. Is there a secure area near the site to store both prior to the planting?
 Yes [*Required* – Is the applicant able to help unload the trees at the storage site and water them until the planting day?]: Yes _____ No _____
 No
- 20) Please list any garden equipment that the applicant has access to and the quantity of each:
 Spade shovels:
 Short-tined metal bow rakes:
 Pick-axes:
 Wheelbarrows:
 Hoses:
 Other (describe):
- 21) Please describe any obstacles (above or below-ground) or unusual slopes that exist at the site:

22) What is the approximate elevation at the planting site?

23) If possible, describe the soil quality at the planting site (i.e. sandy, loamy, clay, rocky):

24) Is the soil free of contaminants?

- Yes
- No
- Unsure – Is the applicant willing to test the soil to ensure that it is free of contaminants?:
Yes ____ No ____

25) Are there other fruit trees at the site or in the surrounding neighborhood? If so, please describe their type and general condition:

26) If known, what type of fruit trees does the applicant desire?

- 27) Does the site receive full sun or mostly full sun? Yes No Unsure
- 28) Does the soil have decent drainage? Yes No Unsure
- 29) Are gophers, rabbits or other small animals present? Yes No Unsure
- 30) Are deer or other large herbivores present? Yes No Unsure
- 31) Is there unusually high wind at the planting site? Yes No Unsure
- 32) Are there high rates of vandalism at the planting site? Yes No Unsure
- 33) Is the planting site fenced in or otherwise protected? Yes No Unsure

34) If needed, do we have your permission to refer to the information in this application in our grant-writing, outreach and website to achieve the resources necessary to implement the project?

- Yes
- No

35) Our projects often garner media coverage to highlight our charitable efforts and the great work our orchard partners are doing for the community. Do we have your permission to invite select media to join us during the planting to report on our collaboration and, if applicable, any supporters/corporate sponsors of FTPF that make the donation possible?

- Yes
- No

36) **Required:* Does the individual filling out this application hold a management position with the applicant entity and have authority to accept and approve an orchard donation from FTPF (for schools, this is the principal)?

- If yes, please review the enclosed donation agreement, sign, and return with application.
- If no, please list your contact information and position below and forward the enclosed donation agreement to the appropriate individual for signature and return with application:



THE FRUIT TREE PLANTING FOUNDATION

WWW.
FTPF.ORG

INFO@
FTPF.ORG

Donation Agreement

PART I: TERMS AND CONDITIONS

The Fruit Tree Planting Foundation (“FTPF”) is a nonprofit charity dedicated to planting edible, fruitful trees and plants to benefit the environment and all its inhabitants. Donating and planting fruit trees at nonprofit institutions, public schools, government-owned public lands, and through give-away programs results in improved environment and nutrition for decades to follow. FTPF is therefore pleased to consider a donation of a fruit tree orchard(s) to the entity specified below (herein referred to as “recipient”), under the following conditions:

1. The recipient is a nonprofit institution, public school or university, government entity, or tribal government entity. If nonprofit, the recipient agrees to furnish a copy of its federal 501(c)(3) documentation to append to this agreement.
2. Donated trees and fruits harvested from trees shall not be sold, exchanged, or otherwise used for any for-profit enterprise inconsistent with section 501(c)(3) of the U.S. Internal Revenue Code or its public/government charter, and shall only be used for charitable purposes consistent with the recipient’s mission and community service.
3. If donated trees are part of a tree give-away program, then the trees shall only be used for the good of the community, consistent with the recipient’s charitable mission. This may include distributing trees directly to families or individuals who would most benefit from and best utilize the trees as a source of improved nutrition. The recipient shall determine fair and equal criterion to choose tree recipients and will assume responsibility for all distributions and custody of trees from FTPF prior to distributing them.
4. The recipient certifies that it either owns the planting site, has a long-term lease/usage plan in place, or the planting site is owned by another nonprofit or government entity, and that the site is not owned or controlled by any particular individual or a private, for-profit entity without a long-term lease/usage plan in place, nor are there any known future plans to transfer control of the property to an individual or private, for-profit entity without a long-term lease/usage plan in place.
5. The recipient takes full responsibility for authorizing the planting of fruit trees on said property, whether the property be owned, leased, or otherwise, and has verified in advance that it has the legal right to do so in compliance with all applicable ordinances and policies.
6. The recipient assumes full responsibility for proper tree care and maintenance and is committed to the well-being of the trees, including maintenance of any related items or resources that were donated, with no further obligation from FTPF.
7. FTPF assumes absolutely no liability for any damage to any property, any person, or otherwise, that may occur during, after, or as a result of its donations, plantings, and any related activities, including any potential food safety issues from fruit harvested from donated trees. The recipient is responsible for ensuring that the soil and surrounding environment where the trees are planted are free from contaminants and assumes full custody of the trees following the donation and responsibility for all associated liabilities.

8. The recipient agrees to inform FTPF, as far in advance as possible, in the event that the property rights or lease (where the trees are located) are terminated or transferred to any other party so that FTPF may offer help or advice, at its discretion, to ensure the well-being and longevity of the trees.
9. In the event that the property rights or lease (where the trees are located) are sold, terminated, or transferred, the recipient agrees to ensure that the trees and harvest will continue to serve under the terms of this agreement, particularly item 2, in perpetuity. If this is not possible, the recipient will ensure that the trees are transplanted to a location where they will.
10. Any food preparations or food item donations made during any FTPF-related event are made in good faith. FTPF assumes no liability for any food safety issues that may arise from such donations.
11. The recipient or any of its associates shall not intentionally remove, damage, or harm any of the donated trees. The recipient will take responsible measures to preserve the integrity of the trees and their harvest (including fence and irrigation maintenance, if applicable). Transplants may only occur to ensure the well-being of the trees, at the cost of the recipient.
12. Once both parties have agreed to the orchard donation and confirmed a specific date and time for the planting, cancellations made by the recipient, through no fault of FTPF's, will result in FTPF being entitled to reimbursement from the recipient for any nonrefundable resources it spent on project preparations (i.e. tree purchases, travel arrangements, etc.).
13. The recipient agrees to allow FTPF to invite, at its discretion and if applicable, select media and program sponsors to attend the planting event to build positive support for the effort. Should any media attend or photos/video be taken for FTPF's use by anyone, it is the recipient's responsibility to either ensure that individuals or children who should not be or do not wish to be photographed are out of camera's view or instruct those taking photos/video on who specifically not to photograph.
14. The recipient agrees to encourage other nonprofit and public entities, as appropriate and at its discretion, to plant fruit trees with the goal of improving the environment. This may include sharing seeds, seedlings, or fruit from the orchard.
15. The recipient understands that FTPF encourages maintaining all trees under organic standards for environmental and health reasons.

As a representative of the recipient named below, being authorized to make such decisions, I hereby agree on this day (____/____/____) to the terms herein and accept FTPF's donation, pending final approval from FTPF.

Signature (if electronic signature, please write sentence declaring so):

Full name of authorized signor:

Position and title:

Name of organization/school/government entity/tribe:

Physical address where trees will be planted (and mailing address if different):

Email address:

Telephone number: