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## 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 Thursday, October 17, 2024 at 5:30 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/96085570890?pwd=ulJVMuoZbiDT5uP1JPraqiM4a6BD90>.  
Meeting ID: 960 8557 0890; Passcode: 094091

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

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

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

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

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*The City Council may retire to Executive Session any time during this meeting, under Texas Government Code, Subchapter D.*

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

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

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

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

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

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## **AGENDA**

### **CALL TO ORDER**

### **ROLL CALL and ESTABLISH QUORUM**

### **PUBLIC COMMENTS**

*Interested persons are required to sign up with the presiding officer or designee before the meeting begins and shall indicate the topic about which they wish to speak and whether they wish to speak on the item at the beginning of the meeting or during the meeting when the agenda item is being considered by the City Council. Speakers shall refrain from comments regarding the City's staff, elected officials, or council appointed committee membership which are prohibited by law. Delegations of more than five persons shall appoint one person to present their views before the City Council. The City Council may not discuss or comment about an item not included on the agenda, except that the Council may (1) make a statement of fact regarding the item; (2) make a statement concerning the policy regarding the item; or*

(3) propose that the item be placed on a future agenda. Comments will be limited to three (3) minutes per speaker.

## **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 Meeting Minutes from September 26, 2024

## **REPORTS**

2. Report from Council Liaison (Hambrick)  
- Spending Request by Parks Board
3. Report on Eagle Scout Rainwater Collection Project at Augusta Park (Camp)
4. Report on Monarch Waystation and Rain Garden. (Denton)

## **REGULAR AGENDA**

5. Discuss and take Possible Action to Implement Parks Board Annual Spreadsheets with Monthly Reports (Scott)
6. Discuss 2024 SpookTacular plans, updates and actions (Gilbert)

## **ADJOURN**

*The Parks and Recreation Board 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.*

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*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 outdoor notice board of Woodcreek City Hall on the **11th day of October 4:00 PM.**

**By:** \_\_\_\_\_  
**Taffy Barker**

**PARKS AND RECREATION BOARD MEETING (CITY HALL)**  
**September 26, 2024; 5:30 PM**  
**Woodcreek, Texas**

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## MINUTES

### CALL TO ORDER at 5:32pm

### ROLL CALL and ESTABLISH QUORUM

#### Present:

Chair Ruth Ann Gilbert  
 Vice Chair Cody Abney  
 Member Justin Camp  
 Member Becky Denton  
 Member Elizabeth Maurer  
 Alternate Member Monica Rasco  
 Alternate Member Russell Scott  
 Board Liaison Bob Hamrick  
 Mayor Jeff Rasco

### PUBLIC COMMENTS

None

### CONSENT AGENDA

1. Approval of Minutes From Regular Parks and Recreation Board Meeting August 22, 2024.
  2. Approval of Minutes From Special Parks and Recreation Board Meeting September 12, 2024.
- Approval of Consent Agenda moved by Member Denton and seconded by Member Maurer, passed unanimously.*

### REPORTS

3. Report by Chairperson.
  - Results of communication with Fifth Room regarding the creation of a second opening in the gazebo at the Triangle.
4. Report on Eagle Scout Rainwater Collection Project at Augusta Park (Member Justin Camp)
 

*Began July 13, August 13 rafters and donated tank installed. Additional items have been delivered and completion will be soon. Possible delivery of water to fill tank with no rain in the forecast.*

### REGULAR AGENDA

5. Workshop To Clarify Role As An Advisory Board, Including Liaison 411 Policy. (Denton)
 

*Workshop opened at 5:42pm*  
*Specific questions posed regarding proper procedures, especially communication between Board, Council Liaison, and City Staff. Mayor Rasco provided thoughts on best practices.*

*Discussed walking quorums, reporting to Council, directions from Council, creating agendas.  
Workshop closed at 5:53pm*

6. Workshop to Discuss A More Simplified Accounting of Parks and Recreation Board Expenditures Throughout the Year, To Be Included In Packet. (Scott)  
*Workshop opened at 5:53pm  
After discussion of process, including FundView reporting, Board is requesting Staff and contracted accountant to provide monthly expenditures against project budgets. Member Scott to create sample Excel spreadsheet.  
Workshop closed at 6:10pm*
7. Discuss and Take Possible Action On Workshopped Item Related To Discussion of Simplified Accounting of Parks and Recreation Board Expenditures Throughout the Year.  
*Motion to table until next meeting passed unanimously*
8. Discuss and Take Possible Action To Make A Recommendation To City Council To Request Authorization To Use Monies From The Parks Board Expense Account, Not To Exceed \$6,000, For The Completion of The "Loose Parts", Natural Educational Play Area at August Park. (Item Tabled During September 12, 2024, Parks Meeting and Brought Back For Discussion)  
*Reviewed expenditures to date, need additional information from POSAC report (~\$9,000 remaining). Because available funds were not able to be expended before the fiscal year ends, and the budget has been approved for the next fiscal year, Parks Board is requesting reserve funds to replace the unspent funds and carry the work forward.*  
  
*Motion by Vice Chair Abney to recommend to City Council to set aside from City reserves monies in the amount of \$6,000 for the Completion of the "Loose Parts" natural educational play area at August Park. Seconded by Russell Scott and passed unanimously.*
9. Discuss and Take Possible action to make a recommendation to the City Council to request authorization to use the monies from the POSAC account, not to exceed \$8500.00.  
*Motion to table until next meeting passed unanimously*
10. Discuss 2024 Spooktacular plans and respond to the opportunities list.  
*Broad discussions and assignments on marketing, staffing, and other logistics*

### **Announcements**

1. Augusta Park Work Weekend September 27th & 28th for 1 1/2 hours Saturday at 8:30 AM and Sunday at 9:00 AM. Bring any yard tools for weeding, gloves, weedeating & bags for weed trash.  
*Needs to be rescheduled*
2. Reminder of Tree Board Tree Giveaway in November 9, 2024.

**ADJOURN at 7:05pm**

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*Ruth Ann Gilbert, Chair*

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*Bob Hamrick, Board Liaison*