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## MEETING NOTICE

The Community Relations Committee 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, April 03, 2025 at 11:00 AM. A recording of the meeting will be made available to the public on the city's website <https://www.woodcreektx.gov>, usually within 48 hours. If you would like to stream the meeting live, please request the link by 12:00pm two days before the meeting by emailing [woodcreek@woodcreektx.gov](mailto:woodcreek@woodcreektx.gov).

A recording of the meeting will be made available to the public on the city's website <https://www.woodcreektx.gov>, usually within 48 hours. If you would like to stream the meeting live, please request the link by 12:00pm on the Wednesday before the meeting by emailing [woodcreek@woodcreektx.gov](mailto:woodcreek@woodcreektx.gov).

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## AGENDA

### CALL TO ORDER

### ROLL CALL and ESTABLISH QUORUM

### PUBLIC COMMENTS

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

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

### CONSENT AGENDA

1. Approve Minutes from March 25, Community Relations Committee Meeting

### REPORTS FROM OFFICERS AND COUNCIL LIAISONS

### UNFINISHED BUSINESS AND GENERAL ORDERS

2. Discuss and take possible action on planning the 2nd annual community egg hunt & picnic at August Park on Saturday, April 19th from 9am - 11am.

### NEW BUSINESS

3. Workshop for a volunteer appreciation event for the city of Woodcreek past & present volunteers
4. Workshop for compiling an annual calendar of events for the city. Considering, but not limited to the attached events.

### ANNOUNCEMENTS

1. Please bring your laptops to the meeting.
2. The next Community Relations Committee Meeting is:

**ADJOURN**

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

**Posting Certification**

I certify that the above notice was posted on the outdoor notice board of Woodcreek City Hall on the **30th day of March 2025 at 11:00 AM.**

By: \_\_\_\_\_  
**Taffy Barker - Office Admin**

# COMMUNITY RELATIONS COMMITTEE (CITY HALL)

March 25, 2025; 4:30 PM  
Woodcreek, Texas

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## MINUTES

### CALL TO ORDER

### ROLL CALL and ESTABLISH QUORUM

**Present:** Cheryl Mills, Iris Ramos & Betty McDonald

### PUBLIC COMMENTS

No public comments were made

### REPORT FROM LIAISON

Liaison Mayor Rasco made a report

### NEW BUSINESS

#### 1. Discussion and possible action to elect Officers of the Community Relations Committee for 2025.

A motion was made by Member Iris Ramos to nominate Cheryl Mills as Chair of the Community Relations Committee. The motion was seconded by Member Betty McDonald.

A vote was taken and motion passed unanimously 3-0-0.

A motion was made by Member Betty McDonald to nominate Iris Ramos as Co-Chair of the Community Relations Committee. The motion was seconded by Member Cheryl Mills.

A vote was taken and the motion passed unanimously 3-0-0.

A motion was made by Member Iris Ramos to nominate Betty McDonald as Secretary of the Community Relations Committee. The motion was seconded by Member Cheryl Mills.

A vote was taken and motion passed unanimously 3-0-0.

**2. Discuss and take possible action on a regular meeting day and time for the Community Relations Committee.**

A motion was made by Chair Chery Mills to set a regular meeting day and time on the first Thursday of each month at 11:00 AM. Motion was seconded by Secretary Betty McDonald.

A vote was taken and the motion passed unanimously 3-0-0.

**3. Discussion and possible action on final plan for Arbor Day Event.**

Discussion took place and no action was taken.

**4. Discussion and possible action to plan an Egg Hunt for the children of Woodcreek, based on Council’s approved budget.**

A motion was made by Secretary Betty McDonald to move forward with Egg Hunt for the Children of Woodcreek. The motion was seconded by Chair Cheryl Mills.

A vote was taken and the motion passed 3-0-0.

**5. Discussion and possible action on the request from City Council to plan a Volunteer Appreciation event at the Triangle in 2025, based on Council’s approved budget.**

Discussion took place and no action was taken

**6. Discussion and possible action a request from City Council to create an events calendar for the city.**

A motion was made by Co-Chair Iris Ramos to create an annual calendar of events for the City of Woodcreek. The motion was seconded by Secretary Betty McDonald.

A vote was taken and the motion passed 3-0-0.

**ANNOUNCEMENTS**

The next Community Relations Committee Meeting will be held on Thursday April 3<sup>rd</sup> at 11:00AM.

**ADJOURN**

A motion was made to adjourn by Cheryl Mills  
Meeting adjourned at 6:35 PM

**BY:** \_\_\_\_\_  
*Taffy Barker, City Admin*



**City Council Agenda Item Coversheet**

**Proposed Motion:**

Start planning Woodcreek’s 2<sup>nd</sup> Annual Community Egg Hunt & Picnic at August Park, not to exceed \$900 from the “Community Relations” line item.

**Item Description:**

**Event Name:** Woodcreek’s 2<sup>nd</sup> Annual Community Egg Hunt & Picnic  
**Date & Time:** Saturday, April 19, 2025, from 9:00 AM - 11:00 AM  
**Location:** Augusta Park, Woodcreek, TX  
**Anticipated Attendance:** 30-50 children + their families

The 2<sup>nd</sup> Annual Community Egg Hunt & Picnic at Augusta Park on Saturday, April 19, 2025 from 9am-11am. This event will strengthen community engagement, provide fun activities for families, and create cherished memories for residents. With a budget of no more than \$900, supplemented by sponsorships, we are confident in executing a successful and enjoyable event.

**If proposing to spend money, what amount and from what budget line item?**

Not to exceed \$900 from the Community Relations line item.

Expense Item	Estimated Cost	Notes
Eggs & Candy	\$0	Provided by participants
Face Painter	\$200	Estimate for 2 hours
Kids Obstacle Course Supplies	\$50	Cones, hula hoops, tunnels (If not sponsored)
Signage & Promotional Materials	\$200	Flyers & banner
Coffee & Donuts	\$300	If not fully sponsored
Miscellaneous Supplies	\$75	Trash bags, paper goods, decorations, ect
<b>Total Estimated Cost</b>	<b>\$825</b>	Budget may be offset by sponsorships & donations

## Event Proposal: Woodcreek Community Picnic & Easter Egg Hunt

**Presented to:** Woodcreek City Council

**Submitted by:** Woodcreek Community Relations Committee

**Date:** February 26, 2025

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### Event Overview

**Event Name:** Woodcreek's 2<sup>nd</sup> Annual Community Egg Hunt & Picnic

**Date & Time:** Saturday, April 19, 2025, from 9:00 AM - 11:00 AM

**Location:** Augusta Park, Woodcreek, TX

**Anticipated Attendance:** 30-50 children + their families

### Event Description:

The Woodcreek Community Relations Committee is excited to host a Community Egg Hunt & Picnic, bringing families together for a fun-filled morning. The event will feature an Easter egg hunt, an adult egg toss, a kids' obstacle course, face painting, and coffee & donuts. Children must be pre-registered by dropping off 10 eggs/child or bringing 10 eggs per child to participate in the hunt. Guests are encouraged to bring their own beverages (BYOB).

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### Event Components & Activities

- **Egg Hunt:** Participants must pre-register by dropping off 10 eggs/child or bring 10 eggs per child to the event to participate. The eggs will be hidden in designated age-group sections.
  - **Kids Obstacle Course:** A small course set up with cones, hula hoops, and tunnels on the bocce ball court.
  - **Face Painter:** A local artist providing face painting for children.
  - **Adult Egg Toss:** A fun competition for adults.
  - **Coffee & Donuts:** Either sponsored or budgeted.
  - **BYOB:** Families are welcome to bring their own beverages for the picnic.
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- January/February - Annual Brush pick-up
- March 29th - Emergency Preparedness Fair - \$500 (~\$100 spent)
- April 4th - Arbor Day - \$1470 (tree board fund)
- April 5th - City Wide Garage Sale – annual or biannual
- April 8th – Bulk Trash pick-up
- April 19th - Easter - \$850
- July 4th - Fourth of July Parade & Firework Show- \$4,000 sponsor the firework show each night of the rodeo
- August – Woodcreek Neighbors Day Out CJY Pool Party
- October - Spooktacular
- October - National Night Out
- November - Tree Giveaway
- December – Christmas Eve Luminaries OR Christmas event