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## MEETING NOTICE

The City Council of the City of Woodcreek, Texas will conduct a special meeting at Camp Young Judaea, 121 Camp Young Judaea Rd., Woodcreek, TX. The meeting will be held on June 8, 2022 at 6:30 PM. All attendees are encouraged to wear face coverings when a minimum of six-foot social distancing cannot be maintained.

**Note: Smoking is not allowed anywhere on the property of Camp Young Judaea.**

The public may watch this meeting live at the following link: <https://meetings.ipvideotalk.com/169763708>. 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:169763708.

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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## 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](mailto: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*

## **Proclamation Declaring June 14, 2022 as Mary Alice Bauer Day in the City of Woodcreek**

1. Proclamation To Honor Mary Alice Bauer on her 100th Birthday and to Declare June 14th, 2022 as Mary Alice Bauer Day in the City of Woodcreek

## **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.*

2. Approval of City Council Meeting Minutes from May 11, 2022

## **REGULAR AGENDA**

3. Discussion, Consideration, and Take Appropriate Action on the Receipt and Acceptance of the Audited Basic Financial Statements and Supplemental Schedules and Independent Auditors Report by ABIP, PC for the Fiscal Year Ended September 30, 2021 (Rasco)
4. Discuss and Take Appropriate Action to Request the Woodcreek Tree Board to Research, Create a Application Package and Apply for the Texas Parks and Wildlife CO-OP Grant (Grummert)
5. Discuss and Take Appropriate Action to Request the Woodcreek Parks Board to Research, Create an Application Packet and Make Recommendation to Council for Applying for Texas Parks and Wildlife Grants (Grummert)
6. Discuss and Take Appropriate Action on Referring to the Woodcreek Platinum Roads Panel the Texas Parks and Wildlife Recreational Grant to Research, Create an Application Packet and Make Recommendation back to Council on Applying for the Grant (Grummert)
7. Discuss and Take Appropriate Action of the City of Woodcreek Establishing an Ad Valorem Tax Exemption for Those 65 or Older or Disabled (Grummert)
8. Discuss and Take Appropriate Action to Request the Woodcreek Parks and Recreation Board Consider Creating Certified Wildlife Habitats with the National Wildlife Federation in City Owned Parks (Grummert)
9. Report and Discussion regarding status and activities of the Tree Board (Pulley)
10. Report and Discussion regarding status and activities of the Traffic committee (Pulley)
11. Discussion and possible action regarding the current City Resolution setting the TIME and the PLACE for regular council meetings (Pulley)
12. Discuss and Take Appropriate Action to Accept the Woodcreek Park's Board Recommendation to Name the Park on Brookhollow next to Hog Creek, Creekside Park (Grummert)
13. Discussion on Budget Process for Fiscal Year 2022-2023 (Rasco)
14. Discussion and possible action regarding the initiation of a review process and possible issuance of Requests for Qualifications for 1) City Manager Position; 2) City Attorney Position - in accordance with §30.14 of the Woodcreek City Ordnances and other applicable law (Pulley)

15. Executive Session Pursuant to § 551.087 (*Economic Development*) of the Open Meetings Act the City Council will meet in Executive Session to Discuss Economic Development Prospects (Rasco)

**ADJOURN**

*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 3rd day of June, 2022 at 3:23 PM.

By:   
Brenton B. Lewis, City Manager

# Proclamation

WHEREAS, Mary Alice (Fletch) Bauer was born in Platteville, Wisconsin on June 14, 1922 to R. Frank and Eva Kate Waterbury Fletcher, one of five children, making this her 100<sup>th</sup> year;

WHEREAS, after growing up in this small Wisconsin town, Mary Alice earned a B.S. degree from Wisconsin State University of Platteville in 2 ½ years. She taught English in the secondary school system in Wisconsin until June 7, 1947 when she married Lt. Nathan E. Bauer of Cuba City, Wisconsin and Tulsa, Oklahoma;

WHEREAS, together with her husband, Mary Alice reared four children as they followed Nate’s career with Exxon to 38 different locations in the lower 48 states, the Netherlands, Alaska, Malaysia and Egypt;

WHEREAS, she loved to sew, creating dresses she designed. She knitted and needlepointed Christmas stockings, pillow covers, and cross-stitched quilts. During her stay in The Netherlands, Mary Alice continued with her childhood interest in Girl Scouting, as a leader and culminating as Director of the American Girl Scout Troops in The Hague;

WHEREAS, Mrs. Bauer has been a member of the: Girl Scouts, Antiques Group of the Women’s Club of Houston, Order of the Eastern Star, Junior League of Houston, Daughters of the American Revolution, and various museums. Along with her husband, she was a charter member of the UT Lamp (Learning Adventures for Mature Persons) Program, the highlight of their retirement;

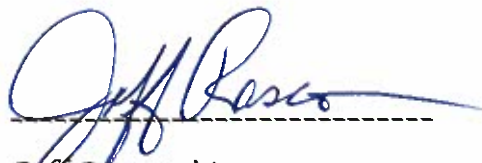
WHEREAS, Mary Alice continues to be an avid reader of fiction and nonfiction, a critical thinker, and well versed in current world events; and

WHEREAS, her legacy includes sons, Dr. Nathan Bauer, Jr. and Joel Bauer (deceased), daughters Gwen McLeod and Dr. Jill Gabrielson, six grandchildren and three great grandchildren.

*NOW, THEREFORE, BE IT PROCLAIMED by Mayor Jeff Rasco and on behalf of the City Council and citizens of Woodcreek, Texas in honor of her 100<sup>th</sup> birthday celebration that June 14, 2022 be declared*

# Mary Alice Bauer Day

*This, the 8<sup>th</sup> day of June 2022.*



Jeff Rasco, Mayor

**CITY COUNCIL MEETING (CYJ)**  
**May 11, 2022; 6:30 PM**  
**Woodcreek, Texas**

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**MINUTES**

**CALL TO ORDER AND ESTABLISH QUORUM**

Mayor Rasco called the meeting to order at 6:30 PM.

**MOMENT OF SILENCE**

Mr. Bob Hambrick provided an invocation.

**ROLL CALL**

**PRESENT**

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

**ABSENT**

Councilmember Judy Brizendine

**STAFF PRESENT**

City Manager Brenton B. Lewis  
City Secretary Suzanne J. Mac Kenzie  
City Attorney Bud Wymore  
Administrative Assistant Maureen Mele

**PUBLIC COMMENTS**

Public Comments were given by Bob Hambrick and Jana White.

**CONSENT AGENDA**

**1. Approval of City Council Meeting Minutes from April 20, 2022**

Councilmember Pulley made a motion to approve the consent agenda. The motion was seconded by Councilmember Hines.

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

Absent and Not Voting: Councilmember Brizendine

The motion carried with a 4-0-0.

**REGULAR AGENDA**

**2. Presentation from Financial Advisors on Updated Interest Rate Information for Tax Notes and Bond Elections, the Impact Growth or Increased Home Values Have on Tax Rates, and an Outline for What Funding Via a Series of Tax Notes Would Look Like Versus a Single Bond Election or a Combination of Both Followed by Discussion with**

### **Council on Immediate Tax Rate Impacts for Homeowners in the First Year and Over the Next Ten Years (Hines)**

Mr. Andre Ayala of Hilltop Securities gave a presentation on the financial aspect of tax notes vs. a bond election. Mr. Ayala's talking points were:

- Woodcreek's first bond for road projects occurred in 2017. The interest rate at that point was 3.44%.
- interest rates are predicted to rise throughout 2022
- Woodcreek does not currently have a bond rating but would expect it to be a BBB rating or better
- current debt payback tax rate is 7.8%
- a tax note would not require an election but is limited to 7 years to repay
- a bond has to be voted and approved by the majority but can be issued for up to 40 years to payback
- a tax note must be used for what's specified
- tax notes can be taken out as often as desired by council
- if a bond election fails, the city must wait 2 years before the next bond election
- tax notes are bid out to banks
- a bond goes out to the market because it is for a larger amount of money
- bonds can be issued very soon after approved in an election
- the Hays Co. average appraised value for Woodcreek is \$426,000
- a 3 cent tax increase results in \$126/year increase in taxes for the average property

### **3. Discuss and Take Appropriate Action on Nominating Candidates and Making Appointments from this Round of Councilmember Nominations to the Ordinance Review Committee (Hines)**

Councilmember Hines nominated Peg Wolfe. Councilmember Pulley seconded the nomination.

Mayor Pro Tem LeBrun nominated Karen Duncan. Councilmember Grummert seconded the nomination.

Councilmember Pulley nominated Carroll Wilson. Councilmember Grummert seconded the nomination.

Councilmember Grummert nominated Emma Davenport. Councilmember Pulley seconded the nomination.

Councilmember Brizendine chose not to submit a nomination.

Mayor Rasco nominated David Lowe as an alternate member. Councilmember Pulley seconded the nomination.

A roll call vote was held for each nomination. Every vote had the same result.

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

Absent and Not Voting: Councilmember Brizendine

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

### **4. Discuss and Take Appropriate Action on Nominating Candidates and Making Appointments from this Round of Councilmember Nominations to the Platinum Panel (Hines)**

Councilmember Hines nominated Jill Bloom. Councilmember Grummert seconded the nomination.

Mayor Pro Tem LeBrun nominated Cody Abney. Councilmember Grummert seconded the nomination.

Councilmember Pulley nominated Ed Fleming. Councilmember Hines seconded the nomination.

Councilmember Grummert nominated Joseph Green. Councilmember Pulley seconded the nomination.

Councilmember Brizendine chose not to submit a nomination.

Councilmember Pulley nominated Linnea Bailey. Councilmember Grummert seconded the nomination.

A roll call vote was held for each nomination. Every vote had the same result.

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

Absent and Not Voting: Councilmember Brizendine

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

5. **Discuss and Take Appropriate Action on Nominating Candidates and Making Appointments from this Round of Councilmember Nominations to the Tree Board (Hines)**

Councilmember Grummert nominated Monica Rasco. Councilmember Hines seconded the nomination.

Councilmember Pulley nominated Iris Ramos. Councilmember Grummert seconded the nomination.

Mayor Pro Tem LeBrun nominated Cindy Jones. Councilmember Pulley seconded the nomination.

Councilmember Hines nominated Jacob McElroy. Councilmember Grummert seconded the nomination.

Councilmember Brizendine chose not to submit a nomination.

A roll call vote was held for each nomination. Every vote had the same result.

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

Absent and Not Voting: Councilmember Brizendine

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

6. **Discussion and Approval of Council Liaisons to the Planning and Zoning Commission, Ordinance Review Committee, Tree Board, and Platinum Panel (Rasco)**

Councilmember Hines made a motion to appoint the Council Liaisons. The motion was seconded by Councilmember Grummert.

After discussion, Mayor Rasco recommended the following liaisons:

- Councilmember Hines to the Ordinance Review Committee
- Councilmember Grummert to the Parks & Recreation Board
- Councilmember Brizendine to the Planning and Zoning Commission
- Councilmember Pulley to the Tree Board
- Mayor Pro Tem LeBrun to the Platinum Roads Panel

A roll call vote was held.

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

Absent and Not Voting: Councilmember Brizendine

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

**7. Discussion on Creating a City of Woodcreek Tax Exemption for Residents Age 65 or Older or Disabled (Grummert)**

Councilmember Grummert made a motion to move as written. The motion was seconded by Councilmember Hines.

Discussion included: i) the state of Texas allows a city to reduce the home appraisal value by no less than \$3,000 and no more than 20%, ii) exemption would apply to homesteads, iii) the need to get estimates of the monetary value the city would lose, and iv) homeowners would have to apply for the exemption.

A roll call vote was held.

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

Absent and Not Voting: Councilmember Brizendine

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

**8. Discuss and Take Appropriate Action to have the Tree Board Consider Creating an Autumn Tree Planting Event in Conjunction with Woodcreek Day (Grummert)**

A motion was made by Councilmember Grummert to move as written. The motion was seconded by Councilmember Hines.

An amendment was made by Councilmember Hines to make this an annual event. The amendment was accepted by Councilmember Grummert.

After discussion, a roll call vote on the amendment was held.

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

Absent and Not Voting: Councilmember Brizendine

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

A roll call vote on the main motion was held.

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

Absent and Not Voting: Councilmember Brizendine

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

**9. Discuss and Take Appropriate Action on a Beautification Volunteer Event to Improve the Par View Triangle (Hines)**



A motion was made by Councilmember Hines to move as stated. The motion was seconded by Councilmember Grummert.

An amendment was made by Councilmember Grummert that this would be subject to approval of a site plan and budget. The amendment was seconded by Councilmember Pulley.

A roll call vote on the amendment was held.

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

Absent and Not Voting: Councilmember Brizendine

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

A roll call vote on the main motion was held.

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

Absent and Not Voting: Councilmember Brizendine

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

10. **Discuss and Take Appropriate Action on the Creation of an Oak Wilt Information Page with an Annual Website Banner for the Months When Trimming Oaks is Prohibited and Require that City Staff Post Signs Stating this Ban at Entrances and Other Appropriate Public Lands During the Restricted Trimming Months (Hines)**

A motion was made by Councilmember Hines to move as written and stated. The motion was seconded by Councilmember Grummert.

A roll call vote was held.

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

Absent and Not Voting: Councilmember Brizendine

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

11. **Discuss and Take Appropriate Action on the Culture of Safe Driving Program Handout and Opening the Resident Sticker Submission and Voting Process (Hines)**

A motion was made by Councilmember Hines to approve the handout and move forward with the sticker competition and decide on the information distribution. The motion was seconded by Councilmember Grummert.

After discussion, the method of distribution will be to mail a Safe Driving pamphlet with sticker to each residence.

A roll call vote was held.

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

Absent and Not Voting: Councilmember Brizendine

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

12. **Request the Parks and Recreation Board Suggest Names for the New Parks Created in 2021 to Recommend to City Council (Hines)**

A motion was made by Councilmember Hines to move as written. The motion was seconded by Councilmember Grummert.

A roll call vote was held.

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

Absent and Not Voting: Councilmember Brizendine

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

**13. Discuss and Take Appropriate Action on Directing City Staff to Update the Online City of Woodcreek Zoning and Lot Line Map (Hines)**

A motion was made by Councilmember Hines to move as written and stated. The motion was seconded by Councilmember Grummert.

An amendment to the motion was made by Mayor Pro Tem LeBrun that this would be pending an estimated cost coming back to Council. The amendment was seconded by Councilmember Pulley.

A roll call vote was held on the amendment.

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

Absent and Not Voting: Councilmember Brizendine

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

A roll call vote was held on the main motion.

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

Absent and Not Voting: Councilmember Brizendine

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

**ADJOURN**

Mayor Rasco adjourned the meeting at 8:46 PM.

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**Jeff Rasco, Mayor**

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**Suzanne Mac Kenzie, City Secretary**

**Council Meeting Date:  
Regular City Council Meeting June 8, 2022**

**Agenda Item Cover Sheet**

**Agenda Item Subject/Title:**

Discuss and Take Appropriate Action to Request the Woodcreek Tree Board to Research, Create a Application Package and Apply for the Texas Parks and Wildlife CO-OP Grant.

**Agenda Item Summary:**

The Texas Parks and Wildlife Department has a Community Outdoor Outreach Program (CO-OP) Grant, that the city should apply for. The CO-OP Grant can be used towards programs relating to 'Conservation and Environmental Education Activities', such as a city sponsored tree planting event, or educational activity regarding the conservation or environmental impact that trees have for our community. CO-OP provides grants to tax- exempt organizations ranging from \$5,000 to \$60,000. CO-OP grants are funded annually following the application deadline of November 1st each year.

**Financial Impact:**

This is a reimbursement grant program.

**Recommendations:**

Refer CO-OP Grant information and packet to the Woodcreek Tree Board for their consideration to begin the process of applying for this funding opportunity.

**Supporting Documents Included:**

Programs Texas Parks Wildlife Dept grants.jpg, Texas Parks and Wildlife Recreation Grants about pg 1.jpg, Texas Parks and Wildlife Recreation Grants about pg 2.jpg, Texas Parks and Wildlife Recreation Grants Access.jpg, Grant Deadlines Texas Parks Wildlife Dept CO-OP GRANT.jpg, CO-OP - Scoring Criteria.pdf, Excerpts Muni Reg of Trees.docx, Local Parks Grant Staff.jpg

**Submitted by:** Councilmember Chrys Grummert

Excerpts from

## **Municipal Regulation of Trees & Landscaping**

by Alessandra Gad – Bojorquez Law Firm, PC Texas Municipal Lawyers

Scenic City Seminar Scenic Texas – Hill Country Chapter Fredericksburg, TX July 11, 2019

“Trees affect the environment, cool your property and the neighbors’, reduce energy costs, clean the air. They take up and hold water, release it into the air and increase rainfall. They reduce stormwater runoff, hold soil and mitigate erosion, which reduces flooding. They capture carbon, combating heat-creating atmospheric CO<sub>2</sub>. “ - David Foster, Texas director of Clean Water Fund

According to a study in the journal *Environmental Pollution* that used hourly weather and pollution data together with tree cover data to estimate pollution removal for each county, in 2010 America’s trees saved 850 lives and prevented around 670,000 cases of severe respiratory problems. The study also used census data and a model from the Environmental Protection Agency to estimate the combined health-effect value in removing four pollutants: nitrogen dioxide, ozone, sulfur dioxide, and particulate matter smaller than 2.5 microns. In 2010, trees absorbed between 9 and 23.2 million tons of pollution, with an estimated health value of between \$1.5 and \$13 billion. Even though the majority of pollution reduction was outside cities due to the fact that most trees can be found in rural areas, it was cities that saw the biggest benefit, with \$4.7 billion in health value savings in comparison to \$2.2 billion for the countryside. Encouragingly, Texas was also among the three states that saw the greatest pollution removal amounts by volume.

The preservation of trees in cities should also be valued in the face of climate change concerns. It has also been shown that the right amount of tree cover is able to lower summer daytime temperatures by as much as 10 degrees Fahrenheit and combat what is known as the “urban heat island” effect. According to the study in the *Proceedings of the National Academy of Sciences*, the effect of tree cover is so noticeable as to clearly impact the weather from “neighborhood to neighborhood, even down to the scale of a single city block.” To get the maximum benefit of tree covers’ cooling effects, the study found that the tree canopy cover of an area must exceed 40 percent. For illustrative purposes, an aerial view of a city block with that coverage would need to be “nearly half-way covered by a leafy green network of branches and leaves.” The right percentage of tree cover is what allows the canopy cover to cool the air down more than the pavement is able to heat it up. In addition to keeping cities cool, studies have also shown there are several mental and emotional restorative effects for their citizens. Research shows that a person’s level of stress, blood pressure, muscle tension, asthma rates, and heart rate all decrease in the presence of trees. In other words, trees do more than make an area attractive. They trap pollution, absorb auto emissions, and cool sizzling pavement. In Baltimore, Maryland for example, the city’s cumulative 14,000 acres of canopy ensnares in excess of 550,000 tons of carbon per year— offsetting 54 days’ worth of emissions from the city’s more than 600,000 residents.

Further, using a resource like the i-Tree program ([www.itreetools.org](http://www.itreetools.org)) a software service from the USDA Forest Service further enables cities to map and value trees, potentially making the case for “greening” cities with the actual dollar values for trees all the more accessible. With the emergence of these new studies and resources, it stands to be shown that protecting trees is not simply about keeping

a city pretty, and that the urge to make cities pay to keep each of their trees to stop residents from cutting healthy ones down is only a gross underestimation of their true worth. In 2014, Texas Trees Foundation computed the dollar values of Dallas trees alone, based on research from eight organization and found that the annual value for stormwater savings, energy savings, air pollution removal, and carbon removal by Dallas' almost 15 million trees totaled \$36.1 billion. These savings were found in both direct costs to homeowners and tax-funded costs.

In 2016, the U.S. Forest Service and Texas A&M Forest Service researchers found that the “compensatory value” of the roughly 33.8 million trees found in just the city of Austin was around \$16 billion, or \$480 per tree.

Trees absorb pollution, help with temperature control and water quality, improve people’s health and moods, and adds value to real property and neighborhoods. They also connect communities to sources of pride in themselves, a sense of their past, their progress, what they’ve fought for— figuratively and even sometimes literally. Put simply, trees have been proven to make communities better places to live. They have been proven to help make communities, communities. In the words of Eillie Anzilotti, “These leafy streets cannot afford to be seen as a luxury.”<sup>24</sup> The present and future sense of community and well-being trees provide are reason enough to fight to conserve them.

# Recreation Grants



Recreation Grants has been assisting hundreds of communities across Texas with their outdoor recreation needs since 1965 through our grant assistance and outreach programs. From the largest metropolis to the smallest rural community these programs help to build new parks, conserve natural resources, provide access to water bodies, develop educational programs for youth, and much more. Providing grants to communities across Texas helps build access to outdoor experiences and encourages a connection with nature that is vital for promoting conservation and good environmental stewardship among Texans young and old.

Through our programs we build long-term partnerships that assist TPWD in our mission to manage and conserve the natural and cultural resources of Texas and to provide hunting, fishing and outdoor recreation opportunities for the use and enjoyment of present and future generations.

Our highly qualified [staff](#) administers the following programs: [Local Park Grants](#) (Outdoor, Indoor, and Small Community), [Community Outdoor Outreach Program](#) (CO-OP), [Recreational Trails Grants](#), [Off Highway Vehicle \(OHV\) Grants](#), [Boating Access Grants](#), [Boating Infrastructure Grants \(BIG\)](#), [Boat Sewage Pumpout Grants](#), and [Target Range Grants](#).

# Grant Deadlines



Grant Program	Grant Ceiling	Annual Deadline
Boating Access	\$500,000	TBD
Boating Infrastructure	Competitive	TBD
Boat Sewage Pump-out	Competitive	December 31
Community Outdoor Outreach Program	\$60,000	November 1
Local Parks Urban Outdoor Recreation	\$1.5 million	August 1
Local Parks Non-Urban Outdoor Recreation	\$750,000	August 1
Local Parks Small Community Recreation	\$150,000	August 1
Local Parks Urban Indoor Recreation	\$1.5 million	TBD
Local Parks Non-Urban Indoor Recreation	\$1 million	TBD
Recreational Trails	\$300,000	February 1
Target Range Program	Competitive	TBD

[https://tpwd.texas.gov/business/grants/recreation-grants/copy\\_of\\_grant-deadlines](https://tpwd.texas.gov/business/grants/recreation-grants/copy_of_grant-deadlines)

# CO-OP Grants

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## About

The Community Outdoor Outreach Program (CO-OP) grant provides funding to tax-exempt organizations for programming that engages under-served populations in TPWD mission-oriented outdoor recreation, conservation and environmental education activities.

## Who We Fund

Grants are available to tax-exempt organizations such as local government, Universities, school districts and non-profit organizations. This program builds relationships with constituencies who have been under-represented in Texas Parks & Wildlife Department activities and programs. Target audiences served include low income, ethnic minority, female and individuals with a disability.



### **What We Fund**

CO-OP provides grants to tax- exempt organizations ranging from \$5,000 to \$60,000. This is a reimbursement grant program. Recipients must purchase eligible items and submit proper documentation before being reimbursed. Eligible organizations can apply to use these funds for programming expenses such as personnel, food, travel expenses, participant liability insurance, entrance fees, outdoor recreation equipment and environmental education supplies.

### **When We Fund**

CO-OP grants are funded annually following the application deadline of November 1st each year.

Texas Parks and Wildlife Recreation Grants Access

# Accessing the Recreation Grants Online Grant Management System - RGO 2020

If you wish to apply for one of our currently available grant opportunities, or manage your awarded Recreation Grants project(s), you will need to use **RGO 2020**, our online Grant Management System.

**[Click HERE to access RGO 2020](https://tpwd-recgrants.intelligrants.com/login2.aspx)**

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<https://tpwd-recgrants.intelligrants.com/login2.aspx>

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# CO-OP Grants Staff

## CO-OP Program Manager

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# Community Outdoor Outreach Program Scoring Criteria

**CO-OP Priorities (15 points)**

- The quality and efficacy of proposed project outcomes relative to CO-OP Priorities.
- The quality of the proposed project’s involvement of participants in sustained direct connections to the department, including department sites, programs, and personnel.

**Under-served Populations (30 points)**

- The extent to which the proposed project includes target populations, including female, ethnic minority, low income, and physically or mentally challenged populations.
- A clearly articulated plan demonstrating a reasonable probability that the proposed project will reach the target demographic.
- A feasible plan to track and report demographic information.

**Expected Impact (30 points)**

- A project narrative illustrating goals that are feasible, fully developed, specific, measurable, attainable, relevant and present a high potential for success.
- The extent to which the project will develop life-long behaviors consistent with program mission, with preference for projects that engage participants in multiple experiences over an extended period of time.
- The extent to which the proposed project will contribute to the development of successive generations of natural resource and outdoor recreation leaders or professionals.
- Activities utilize a hands-on, active engagement approach to skill development.
- The quality of the tangible environmental benefits resulting from the activities conducted by participants.

**Timeline and Budget (20 points)**

- The project has an acceptable timeline including a detailed timeline that accounts for all project phases, is achievable and correlates with the project narrative.
- The identified budget items are allowable under the administrative guidelines, are reasonable, and clearly support the proposed activities.
- The budget reflects consciousness of cost effectiveness and provides a reasonable return on investment with respect to participant impact.

**Organizational Capacity (5 points)**

- The proposed project is within the scope of the applicant’s mission.
- The applicant demonstrates to the department’s satisfaction that qualified staff and resources are in place to manage the grant from inception to completion, or, alternatively, evidence that the applicant is partnered with an entity to provide staff and/or resources necessary to manage the grant from inception to completion.
- The organization plans to continue similar activities and will maintain grant supported supplies and equipment after the grant period ends.

**Past Performance (20 point max deduction)**

A scoring deduction will be imposed if the applicant is not in compliance with the conditions of previously-funded grants awarded by the Recreation Grants Department that were closed within two years from the current application deadline. Non-compliance includes:

- Failure to spend CO-OP funds.
- Unfulfilled project elements or grant agreement requirements.
- Unresponsiveness to department requests for information.
- Consistently missing, late or incomplete reports required by agreement with the department.

**Council Meeting Date:  
Regular City Council Meeting June 8, 2022**

**Agenda Item Cover Sheet**

**Agenda Item Subject/Title:**

Discuss and Take Appropriate Action to Request the Woodcreek Parks Board to Research, Create an Application Packet and Make Recommendation to Council for Applying for Texas Parks and Wildlife Grants.

**Agenda Item Summary:**

Request the Parks Board to begin researching, creating an application packets and make a recommendation to council about applying for the Texas Parks and Wildlife Grants. One being 'Local Parks Non-Urban Outdoor Recreation' grant with a grant ceiling of \$750,000. The other grant to apply for is the 'Local Parks Small Community Recreation' grant with a grant ceiling of \$150,000. Both of these grants could be used towards the acquisition and/or development of additional park land within our city, with a focus on underserved areas that do not have access to a public park within a 10 minute walk (half-mile) (a standard measurement for cities), and/or the metric of one acre per 100 population (American Planning Association Standards for Outdoor Recreational Areas). Both of these grants have a deadline of August 1st. The Program provides 50% matching grants on a reimbursement basis to eligible applicants.

**Financial Impact:**

The Program provides 50% matching grants on a reimbursement basis to eligible applicants.

**Recommendations:**

Refer to the Parks Board to begin researching, creating an application packet and make recommendation back to council about applying for these grants.

**Supporting Documents Included:**

Programs Texas Parks Wildlife Dept grants.jpg, Grant Deadlines Texas Parks Wildlife Dept-parks board.jpg, Texas Parks and Wildlife Local Grants about pg 1.jpg, Texas Parks and Wildlife Local Grants about pg 2.jpg, Texas Parks and Wildlife Local Grants Scoring Criteria.jpg, Texas Parks and Wildlife Recreation Grants Access.jpg, Local Parks Grant Staff.jpg, Power-Of-Parks-Infographic-w.jpg, Document 1.jpg,

**Submitted by:** Councilmember Chrys Grummert

# THE POWER OF PARKS



Do you know the power of your local parks and recreation? Yes, they provide beautiful green spaces and fun programs, but they do so much more and the benefits are immense. Learn more at [www.nrpa.org/power-of-parks](http://www.nrpa.org/power-of-parks) and watch the video.



## PARKS HAVE ENVIRONMENTAL POWER

**1 ACRE OF TREES**  
absorbs the carbon dioxide produced by  
**DRIVING A CAR 11,000 MILES.**



## PARKS HAVE HEALTH POWER

Increased access to places for physical activity leads to a  
**25% increase**  
in people exercising  
*3 or more days a week.*



## PARKS HAVE SAFETY POWER

In Macon, GA, a revitalized park that included new programming and beautification efforts  
**reduced incidents of crime and violence by**  
**50%.**

Sources:  
Centers for Disease Control, Environmental Protection Agency,  
American Planning Association



## PARKS HAVE COMMUNITY POWER

Parks strengthen community ties and  
*bring diverse populations together.*



Parks have the power to strengthen communities, transform lives, and protect the future.

**Parks are the most powerful aspect of every community.**

# Grant Programs



Item 5.

<https://tpwd.texas.gov/business/grants/recreation-grants/grants-programs>

**Boating Access Grants**

**Clean Vessel Act (CVA) Grants**

**CO-OP Grants**



**Local Parks Grants**

**Recreational Trails Grants**

# Grant Deadlines



Grant Program	Grant Ceiling	Annual Deadline
Boating Access	\$500,000	TBD
Boating Infrastructure	Competitive	TBD
Boat Sewage Pump-out	Competitive	December 31
Community Outdoor Outreach Program	\$60,000	November 1
Local Parks Urban Outdoor Recreation	\$1.5 million	August 1
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Local Parks Small Community Recreation	\$150,000	August 1
Local Parks Urban Indoor Recreation	\$1.5 million	TBD
Local Parks Non-Urban Indoor Recreation	\$1 million	TBD
Recreational Trails	\$300,000	February 1
Target Range Program	Competitive	TBD

[https://tpwd.texas.gov/business/grants/recreation-grants/copy\\_of\\_grant-deadlines](https://tpwd.texas.gov/business/grants/recreation-grants/copy_of_grant-deadlines)



### About

The Local Park Grant Program consists of 5 individual programs that assist local units of government with the acquisition and/or development of public recreation areas and facilities throughout the State of Texas. The Program provides 50% matching grants on a reimbursement basis to eligible applicants. All grant assisted sites must be dedicated as parkland in perpetuity, properly maintained and open to the public.

### Who We Fund

Eligible applicants include political subdivisions of the State of Texas legally responsible for providing public recreation services to their citizens. This includes cities, counties, river authorities, municipal utility districts, and other special districts. If you have questions regarding eligibility please contact the [Local Park Grants Staff](#)

### **When We Fund**

Local Parks Grants are funded each year following an annual Fall application deadline. Current deadlines can be found [here](#). Applications will only be accepted through the [Recreation Grants Online Grant Management System](#). Paper applications will not be accepted. Complete applications are evaluated using the Priority Scoring System. Funding recommendations are presented to the Texas Parks and Wildlife Commission. The Texas Parks and Wildlife Commission makes all final decisions regarding awards of program funds.

### **How We Are Funded**

Funding for the Local Park Grant Program comes from a portion of the state sales tax on sporting goods through the Texas Recreation and Parks Account and the Texas Large County & Municipality Recreation & Parks Account. Additional funds come from off-shore gas royalties through the federal Land and Water Conservation Fund.

# Texas Parks and Wildlife Local Parks Grants Scoring Criteria

## Local Parks Grants Scoring Criteria

Grant Program	Population	Grant Ceiling
Local Parks Urban Outdoor Recreation	500,000 +	\$1.5 million
Local Parks Non-Urban Outdoor Recreation	500,000 or less	\$750,000
Local Parks Small Community Recreation	20,000 or less	\$150,000
Local Parks Urban Indoor Recreation	500,000 +	\$1.5 million
Local Parks Non-Urban Indoor Recreation	500,000 or less	\$1 million

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# Local Parks Program Manager

Item 5.

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# NATURE CAN IMPROVE HEALTH AND WELLBEING

Spending time in nature provides children with a wide range of health benefits.

**HEALTHY BABIES**  
Nature exposure for mothers can promote:

- BETTER FETAL GROWTH<sup>1</sup>
- HEALTHIER BIRTH WEIGHTS<sup>1,2,3</sup>

**HEALTHY EYES AND VITAMIN D LEVELS**  
Time spent in bright sunlight can:

- REDUCE NEARSIGHTEDNESS<sup>5,6,7</sup>
- INCREASE VITAMIN D LEVELS<sup>8</sup>

**NATURE CONTACT IS**  
especially beneficial for mothers of lower education and socio-economic levels<sup>2,3,4</sup>

**INCREASED PHYSICAL ACTIVITY**  
Access to parks and greenspace can foster:

- INCREASED PHYSICAL ACTIVITY<sup>11,12</sup>
- REDUCED RISK OF OBESITY<sup>13</sup>

**OUTDOOR PLAY**  
increases the likelihood that girls will remain active into adolescence<sup>9</sup>

Children are better able to cope with stress when they live near trees and other greenery.<sup>15,16</sup>

**SOCIAL-EMOTIONAL WELLBEING**  
Learning in nature can support:

- IMPROVED RELATIONSHIP SKILLS<sup>17,20</sup>
- REDUCED STRESS<sup>17</sup>, ANGER<sup>18,19</sup> AND AGGRESSION<sup>18,19</sup>

children & nature NETWORK | NLC NATIONAL LEAGUE OF CITIES | THE JIB FOUNDATION | ADDITIONAL RESEARCH ON THE BENEFITS OF NATURE AVAILABLE AT [childrenandnature.org/research](http://childrenandnature.org/research)

**SUPPORTING RESEARCH**

Dharmav et al. (2014). Association between residential greenness and birth weight: Systematic review and meta-analysis. *Urban For Urban Green*, 13(4), 461-469. \* Markkarych et al. (2014). Surrounding greenness and birth weight: Results from the GINplus and LISplus birth cohorts in Munich. *Health Place*, 26, 39-46. \* Davrand et al. (2014). Inequality, green spaces, and pregnant women: Roles of ethnicity and individual and neighbourhood socioeconomic status. *Environ Inter*, 71, 101-108. \* Agay-Shay et al. (2014). Green spaces and adverse pregnancy outcomes. *Occup Environ Med*, 71(8), 565-9. \* French et al. (2015). Time outdoors and the prevention of myopia. *Exp Eye Res*, 114, 58-68. \* He et al. (2015). Effect of time spent outdoors at school on the development of myopia among children in China. *JAMA*, 314(11), 1142-1148. \* Dolgin (2015). The myopia boom: Short-sightedness is reaching epidemic proportions. Some scientists think they have found a reason why. *Nature*, 519, 276 - 278. \* McCurdy et al. (2010). Using nature and outdoor activity to improve children's health. *Curr Probl Pediatr Adolesc Health Care*, 40(5), 102-117. \* Pagalis et al. (2014). A repeated measurement study investigating the impact of school outdoor environment upon physical activity across ages and seasons in Swedish second, fifth and eighth graders. *BMC Public Health*, 14(1), 803. \* Almanza et al. (2012). A study of community design, greenness, and physical activity in children using satellite, GPS and accelerometer data. *Health Place*, 18(1), 46-54. \* Hartig et al. (2014). Nature and health. *Annu Rev Publ Health*, 35, 207-28. \* Christian et al. (2015). The influence of the neighborhood physical environment on early child health and development: A review and call for research. *Health Place*, 35, 25-34. \* Welch et al. (2010). Childhood obesity and proximity to urban parks and recreational resources: A longitudinal cohort study. *Health Place*, 17(1), 207-214. \* Duncan et al. (2014). The effect of green exercise on blood pressure, heart rate and mood state in primary school children. *Int J Environ Res Public Health*, 11(4), 3578-3588. \* Walls & Evans (2003). Nearby nature: A buffer of life stress among rural children. *Environ Behav*, 35(3), 370-379. \* Corniliza et al. (2012). Nature as a moderator of stress in urban children. *Proceed - Soc Behav Sci*, 38, 253-263. \* Chawla et al. (2014). Green schoolyards as havens from stress and resources for resilience in childhood and adolescence. *Health Place*, 28, 1-11. \* Roe & Aspinall (2011). The restorative outcomes of forest school and conventional school in young people with good and poor behavior. *Urban For Urban Green*, 10, 205-232. \* Younan et al. (2016). Environmental determinants of aggression in adolescents: Role of neighborhood green space. *J Am Acad Child Adolesc Psychiatry*, 55(7), 591-601. \* Chawla (2015). Benefits of nature contact for children. *J Plan Lit*, 30(4), 433-452.

C&NN recognizes that not all studies support causal statements.

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**Council Meeting Date:  
Regular City Council Meeting June 8, 2022**

**Agenda Item Cover Sheet**

**Agenda Item Subject/Title:**

Discuss and Take Appropriate Action on Referring to the Woodcreek Platinum Roads Panel the Texas Parks and Wildlife Recreational Grant to Research, Create an Application Packet and Make Recommendation back to Council on Applying for the Grant.

**Agenda Item Summary:**

Refer to the Platinum Roads Panel the TPWD Recreational Grant to begin researching, creating an application packet and make a recommendation back to council on the city applying for the grant. This reimbursable grant can be up to 80% of project cost with a maximum of \$300,000 for non-motorized trail grants and a maximum award of \$600,000 for motorized (off-highway vehicle) trail grants. City trails could be considered in the planning of the road repairs, or be considered as a stand alone city project, or in conjunction with the Wimberley Valley Trails Project.

**Financial Impact:**

This reimbursable grant can be up to 80% of project cost with a maximum of \$300,000 for non-motorized trail grants and a maximum award of \$600,000 for motorized (off-highway vehicle) trail grants.

**Recommendations:**

Refer the TPWD Recreational Grant to the Platinum Panel for further research, creating an application packet and make recommendation back to Council on having the city apply for this funding.

**Supporting Documents Included:**

Trail\_Benefit\_Graphic.jpg, Programs Texas Parks Wildlife Dept grants- roads.jpg, Grant Deadlines Texas Parks Wildlife Dept- roads.jpg, Trails Texas parks wildlife Dept grants.jpg, Trails Texas Parks and Wildlife Access.jpg, Trails TWPD Staff.jpg

**Submitted by:** Councilmember Chrys Grummert

# Benefits of Sidewalk & Trail Infrastructure



The built environment plays a vital role in community life by increasing connectivity and providing pedestrians access to public spaces.



## Economic Benefits

- Placemaking & quality of life initiatives that attract & retain employers & employees are increasingly common economic development strategies (2)
- Biking & walking improvements increase retail sales & property values (2)
- Property values are higher and more stable where people can easily bike & walk (2)



## Environmental Benefits

- Active transportation decreases usage & dependency on motor vehicles(4)
- Reduces greenhouse gas emissions & air pollution (4)
- Reduces storm water & mitigates flooding (4)
- Promoting pedestrian & bike infrastructure integrates green infrastructure (4)
- Co-benefits include urban heat island, stormwater & flood mitigation improvements (4)



## Health Benefits

- People who live in neighborhoods with sidewalks are more likely to be active at least 39 minutes a day (1)
- Walking is a generally safe activity for most people (3)
- Physical activity reduces risk of depression & anxiety (3)
- Physical activity reduces risk of type 2 diabetes, metabolic syndrome & some cancers (3)
- Physical activity strengthens bones & muscles (3)
- Physical activity improves quality of sleep (3)



## Equity Benefits

- Enhancing nonmotorized transportation strengthens neighborhood ties, improves access to health care service, and lowers health care costs (5)
- 24% of Americans living in poverty do not own a vehicle (5)
- Immigrants and those with language barriers are more likely to travel by bicycle (5)
- As people age, they increasingly depend on transit as primary transportation (5)

**Sources:**

- (1) **AARP Livable Communities** (2014) (2) **Bicycling & Walking in the United States: 2018 Benchmarking Report** (2018)  
 (3) **Centers for Disease Control and Prevention** (2020) (4) **Pedestrian and Bicycle Information Center** (2020)  
 (5) **Pursuing Equity in Pedestrian and Bicycle Planning** (2016)



# Grant Programs



Item 6.

<https://tpwd.texas.gov/business/grants/recreation-grants/grants-programs>

**Boating Access Grants**

**Clean Vessel Act (CVA) Grants**

**CO-OP Grants**

**Local Parks Grants**

**Recreational Trails Grants**



# Recreational Trails Grants



Item 6.

<https://tpwd.texas.gov/business/grants/recreation-grants/recreational-trails-grants>



TPWD administers the National Recreational Trails Fund in Texas under the approval of the Federal Highway Administration (FHWA). This federally funded program receives its funding from a portion of federal gas taxes paid on fuel used in non-highway recreational vehicles. The reimbursable grants can be up to 80% of project cost with a maximum of \$300,000 for non-motorized trail grants and a maximum award of \$600,000 for motorized (off-highway vehicle) trail grants (call 512-538-4427 for more information regarding potential motorized trail grants).

Funds can be spent on both motorized and non-motorized recreational trail projects such as the construction of new recreational trails, to improve existing trails, to develop trailheads or trailside facilities, and to acquire trail corridors.

# Grant Deadlines



Grant Program	Grant Ceiling	Annual Deadline
Boating Access	\$500,000	TBD
Boating Infrastructure	Competitive	TBD
Boat Sewage Pump-out	Competitive	December 31
Community Outdoor Outreach Program	\$60,000	November 1
Local Parks Urban Outdoor Recreation	\$1.5 million	August 1
Local Parks Non-Urban Outdoor Recreation	\$750,000	August 1
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Local Parks Urban Indoor Recreation	\$1.5 million	TBD
Local Parks Non-Urban Indoor Recreation	\$1 million	TBD
Recreational Trails	\$300,000	February 1
Target Range Program	Competitive	TBD

[https://tpwd.texas.gov/business/grants/recreation-grants/copy\\_of\\_grant-deadlines](https://tpwd.texas.gov/business/grants/recreation-grants/copy_of_grant-deadlines)

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# Recreational Trails Grants Staff

## Recreational Trails Program Manager

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**Council Meeting Date:  
Regular City Council Meeting June 8, 2022**

**Agenda Item Cover Sheet**

**Agenda Item Subject/Title:**

Discuss and Take Appropriate Action of the City of Woodcreek Establishing an Ad Valorem Tax Exemption for Those 65 or Older or Disabled.

**Agenda Item Summary:**

This would create a tax exemption on a specific amount of the property value being considered as taxable by the City of Woodcreek for those 65 years of age and older and those who are disabled, and the property is homesteaded in the City of Woodcreek.

**Financial Impact:**

Depending on the amount chosen it could be a reduction of near 1.55% of the annual city budget in collected city taxes.

**Recommendations:**

Have council create a specific dollar amount for a city tax exemption for the property valuation considered taxable by the city, for those property owners who are homesteaded in the city and are 65 years or older or disabled, and create said tax exemption.

**Supporting Documents Included:**

Draft 65+ Disabled Tax Exemption Ordinance.docx, Residence Homestead Exemption Application.pdf

**Submitted by:** Councilmember Chrys Grummert

**CITY OF WOODCREEK, TEXAS**

**ORDINANCE NO. \_\_\_\_\_**

**AN ORDINANCE BY THE CITY OF WOODCREEK, TEXAS ESTABLISHING AD VALOREM TAX EXEMPTIONS FOR SENIORS 65 YEARS OF AGE AND OVER; DISABLED PERSONS; PROVIDING FOR REPEALING OF CONFLICTS, SEVERABILITY, SAVINGS, AND EFFECTIVE DATE.**

**WHEREAS**, the City of Woodcreek is authorized by Texas Tax Code to offer certain exemptions from the Ad Valorem Tax; and

**WHEREAS**, the City Council of the City of Woodcreek is of the opinion that adopting certain exemptions from the Ad Valorem Tax is in the best interest of the City of Woodcreek and its citizens;

**NOW THEREFORE BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF WOODCREEK**, that:

**FINDINGS OF FACTS**

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

**1. ENACTMENT**

The Code of Ordinances of the City of Woodcreek is amended as to read as Attachment A, which is attached hereto and incorporated into this Ordinance for all intents and purposes.

**2. 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.

**3. 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.

**4. CODIFICATION**

The City Secretary is hereby authorized and directed to record and publish the language of Chapter 110, as amended by this Ordinance, in the City’s Code of Ordinances.

**5. EFFECTIVE DATE**

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

**6. SAVINGS CLAUSE**

All previous ordinances shall remain in full force and effect, save and except as amended by this ordinance.

**7. PROPER NOTICE AND MEETING**

It is hereby officially found and determined that the meeting at which this Ordinance was passed and 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.

**Section A: Exemption**

The City of Woodcreek hereby establishes the following ad valorem tax exemption for those who are required to pay city ad valorem taxes:

- 1. Exemption for persons 65 years of age or older and for disabled persons of any age in the amount of the first \$\_\_\_\_\_ of the appraised value, as authorized by Texas Tax Code Section 11.13(d);
- 2. The property is Homesteaded within the city of Woodcreek.

**APPROVED AND ADOPTED** by the City Council of the City of Woodcreek, Texas on this, \_\_\_\_\_, in the City of Woodcreek.



# Residence Homestead Exemption Application

Appraisal District's Name \_\_\_\_\_

Appraisal District Account Number (if known) \_\_\_\_\_

Are you filing a late application?  Yes  No Tax Year(s) for Application \_\_\_\_\_

**GENERAL INFORMATION:** Property owners applying for a residence homestead exemption file this form and supporting documentation with the appraisal district in each county in which the property is located (Tax Code Sections 11.13, 11.131, 11.132, 11.133, 11.134 and 11.432). **Do not file this form with the Texas Comptroller of Public Accounts.**

## SECTION 1: Exemption(s) Requested (Select all that apply.)

Do you live in the property for which you are seeking this residence homestead exemption?  Yes  No

**General Residence Homestead Exemption**  **Disabled Person**  **Person Age 65 or Older (or Surviving Spouse)**

**100 Percent Disabled Veteran (or Surviving Spouse)** Is the disability a permanent total disability as determined by the U.S. Department of Veterans Affairs under 38 C.F.R. Section 4.15? .....  Yes  No

**Surviving Spouse of an Armed Services Member Killed or Fatally Injured in the Line of Duty**  **Surviving Spouse of a First Responder Killed in the Line of Duty**

**Donated Residence of Partially Disabled Veteran (or Surviving Spouse)** \_\_\_\_\_  
Percent Disability Rating

**Surviving Spouse:** \_\_\_\_\_  
Name of Deceased Spouse Date of Death

**Cooperative Housing:** Do you have an exclusive right to occupy this property because you own stock in a cooperative housing corporation? .....  Yes  No

If yes, state name of cooperative housing corporation: \_\_\_\_\_

Were you receiving a homestead exemption on your previous residence? .....  Yes  No

Are you transferring an exemption from a previous residence? .....  Yes  No

Are you transferring a tax limitation? .....  Yes  No

Previous Residence Address, City, State, Zip Code \_\_\_\_\_

Previous County \_\_\_\_\_

## SECTION 2: Property Owner/Applicant (Provide information for additional property owners in Section 5.)

**Select One:**  Single Adult  Married Couple  Other (e.g., individual who owns the property with others)

Name of Property Owner 1 \_\_\_\_\_ Birth Date\* (mm/dd/yyyy) \_\_\_\_\_ Driver's License, Personal ID Certificate or Social Security Number\*\* \_\_\_\_\_

Primary Phone Number (area code and number) \_\_\_\_\_ Email Address\*\*\* \_\_\_\_\_ Percent Ownership Interest \_\_\_\_\_

Name of Property Owner 2 (e.g., Spouse, Co-Owner/Individual) \_\_\_\_\_ Birth Date\* (mm/dd/yyyy) \_\_\_\_\_ Driver's License, Personal ID Certificate or Social Security Number\*\* \_\_\_\_\_

Primary Phone Number (area code and number) \_\_\_\_\_ Email Address\*\*\* \_\_\_\_\_ Percent Ownership Interest \_\_\_\_\_

Applicant mailing address (if different from the physical address) \_\_\_\_\_

## SECTION 3: Property Information

Date you acquired this property \_\_\_\_\_ Date you began occupying this property as your principal residence \_\_\_\_\_

Physical Address (i.e. street address, not P.O. Box), City, County, ZIP Code \_\_\_\_\_

Legal Description (if known) \_\_\_\_\_

Is the applicant identified on deed or other recorded instrument?  
 Yes \_\_\_\_\_  
Court record/filing number on recorded deed or other recorded instrument, if available

No If no, required documentation must be provided. (see important information)

Is the property for which this application is submitted an heir property (see Important Information)?  Yes  No

Do other heir property owners occupy the property?  Yes (affidavits required)  No

SECTION 3: Property Information (Continued)

Item 7.

Manufactured Home Make \_\_\_\_\_ Model \_\_\_\_\_ ID Number \_\_\_\_\_
Is any portion of the property for which you are claiming a residence homestead exemption income producing? ..... [ ] Yes [ ] No
If yes, indicate the percentage of the property that is income producing: \_\_\_\_\_ percent
Number of acres (or fraction of an acre, not to exceed 20 acres) you own and occupy as your principal residence: \_\_\_\_\_ acres

SECTION 4: Waiver of Required Documentation

Indicate if you are exempt from the requirement to provide a copy of your driver's license or state-issued personal identification certificate.

[ ] I am a resident of a facility that provides services related to health, infirmity or aging.

Facility Name and Address \_\_\_\_\_

[ ] I am certified for participation in the address confidentiality program administered by the Office of the Texas Attorney General under Code of Criminal Procedure Chapter 58, Subchapter B.

Indicate if you request that the chief appraiser waive the requirement that the property address for exemption corresponds to your driver's license or state-issued personal identification certificate address:

[ ] I am an active duty U.S. armed services member or the spouse of an active duty member.

[ ] I hold a driver's license issued under Transportation Code Section 521.121(c) or 521.1211. Attached is a copy of the application for that license.

SECTION 5: Provide Additional Information Here (If any)

\_\_\_\_\_
\_\_\_\_\_

If you own other residential property in Texas, please list the county(ies) of location.

\_\_\_\_\_
\_\_\_\_\_

SECTION 6: Affirmation and Signature

I understand if I make a false statement on this form, I could be found guilty of a Class A misdemeanor or a state jail felony under Penal Code Section 37.10.

I, \_\_\_\_\_, \_\_\_\_\_, swear or affirm the following:
Property Owner/Authorized Representative Name Title/Authorization

- 1. that each fact contained in this application is true and correct;
2. that I/the property owner meet(s) the qualifications under Texas law for the residence homestead exemption for which I am applying; and
3. that I/the property owner do(es) not claim an exemption on another residence homestead or claim a residence homestead exemption on a residence homestead outside Texas.

sign here

Signature of Property Owner/Applicant or Authorized Representative

Date

\* May be used by appraisal district to determine eligibility for persons age 65 or older exemption or surviving spouse exemptions (Tax Code §11.43(m))
\*\* Social security number disclosure may be required for tax administration and identification. (42 U.S.C. §405(c)(2)(C)(i); Tax Code §11.43(f)). A driver's license number, personal identification number or social security number disclosed in an exemption application is confidential and not open to public inspection, except as authorized by Tax Code §11.48(b).
\*\*\* May be confidential under Government Code §552.137; however, by including the email address on this form, you are affirmatively consenting to its release under the Public Information Act.

## Important Information

### GENERAL INSTRUCTIONS

This application is for claiming residence homestead exemptions pursuant to Tax Code Sections 11.13, 11.131, 11.132, 11.133, 11.134 and 11.432. Certain exemptions may also require Form 50-114-A. The exemptions apply only to property that you own and occupy as your principal place of residence.

### FILING INSTRUCTIONS

File this form and all supporting documentation with the appraisal district office in each county in which the property is located generally between Jan. 1 and April 30 of the year for which the exemption is requested. **Do not file this document with the Texas Comptroller of Public Accounts.** A directory with contact information for appraisal district offices is on the Comptroller's website.

### APPLICATION DEADLINES

Generally, the completed application and required documentation is due no later than April 30 of the year for which the exemption is requested.

The due date for persons age 65 or older; disabled; or partially disabled veterans with donated homesteads to apply for the exemption is no later than the first anniversary of the qualification date.

A late application for a residence homestead exemption may be filed up to two years after the deadline for filing has passed. (Tax Code Section 11.431). A late application for residence homestead exemption filed for a disabled veteran (not a surviving spouse) under Tax Code sections 11.131 or 11.132 may be filed up to 5 years after the delinquency date. Surviving spouse of a disabled veteran, who files under Tax Code sections 11.131 or 11.132, may file up to two years after the delinquency date, for a late application for residence homestead exemption.

If the chief appraiser grants the exemption(s), property owner does not need to reapply annually, but must reapply if the chief appraiser requires it, unless seeking to apply the exemption to property not listed in this application.

Property owners already receiving a general residence homestead exemption who turn age 65 in that next year are not required to apply for age 65 or older exemption if accurate birthdate information is included in the appraisal district records or in the information the Texas Department of Public Safety provided to the appraisal district under Transportation Code Section 521.049. (Tax Code Section 11.43(m))

### REQUIRED DOCUMENTATION

Attach a copy of property owner's driver's license or state-issued personal identification certificate. The address listed on the driver's license or state-issued personal identification certificate must correspond to the property address for which the exemption is requested. Property owners who reside in certain facilities or participate in a certain address confidentiality program may be exempt from this requirement. The chief appraiser may waive the requirements for certain active duty U.S. armed services members or their spouses or holders of certain driver's licenses.

**Heir property** is property owned by one or more individuals, where at least one owner claims the property as a residence homestead, and the property was acquired by will, transfer on death deed, or intestacy. An heir property owner not specifically identified as the residence homestead owner on a deed or other recorded instrument in the county where the property is located must provide:

- an affidavit establishing ownership of interest in the property (See Form 114-A);
- a copy of the prior property owner's death certificate;
- a copy of the property's most recent utility bill; and
- A citation of any court record relating to the applicant's ownership of the property, if available.

Each heir property owner who occupies the property as a principal residence, other than the applicant, must provide an affidavit that authorizes the submission of this application (See Form 50-114-A).

**Manufactured homeowners** must provide:

- a copy of the Texas Department of Housing and Community Affairs statement of ownership showing that the applicant is the owner of the manufactured home;
- a copy of the sales purchase agreement, other applicable contract or agreement or payment receipt showing that the applicant is the purchaser of the manufactured home; or
- a sworn affidavit (see Form 50-114-A) by the applicant indicating that:
  1. the applicant is the owner of the manufactured home;
  2. the seller of the manufactured home did not provide the applicant with the applicable contract or agreement; **and**
  3. the applicant could not locate the seller after making a good faith effort.

### ADDITIONAL INFORMATION REQUEST

The chief appraiser may request additional information to evaluate this application. Property owner must comply within 30 days of the request or the application will be denied. The chief appraiser may extend this deadline for a single period not to exceed 15 days for good cause shown. (Tax Code Section 11.45)

### DUTY TO NOTIFY

Property owner must notify the chief appraiser in writing before May 1 of the year after his or her right to this exemption ends.

### EXEMPTION QUALIFICATIONS

**General Residence Homestead Exemption** (Tax Code Section 11.13(a) and (b))

A property owner who acquires property after Jan. 1 may receive the residence homestead exemption for the applicable portion of that tax year immediately on qualification of the exemption, if the previous owner did not receive the same exemption for the tax year. The property owner must occupy the property as the owner's primary residence and the residence homestead exemption cannot be claimed by the property owner on any other property.

**Disabled Person Exemption** (Tax Code Section 11.13(c) and (d))

Persons under a disability for purposes of payment of disability insurance benefits under Federal Old-Age, Survivors, and Disability Insurance. Property owners not identified on a deed or other instrument recorded in the applicable real property records as an owner of the residence homestead must provide an affidavit or other compelling evidence establishing the applicant's ownership interest in the homestead. (See Form 50-114-A) An eligible disabled person age 65 or older may receive both exemptions in the same year, but not from the same taxing units. Contact the appraisal district for more information.

**Age 65 or Older Exemption** (Tax Code Section 11.13(c) and (d))

This exemption is effective Jan. 1 of the tax year in which the property owner becomes age 65. Property owners not identified on a deed or other instrument recorded in the applicable real property records as an owner of the residence homestead must provide an affidavit or other compelling evidence establishing the applicant's ownership interest in the homestead. (See Form 50-114-A) An eligible disabled person age 65 or older may receive both exemptions in the same year, but not from the same taxing units. Contact the appraisal district for more information.

**Surviving Spouse of an Individual Who Qualified for Age 65 or Older Exemption** (Tax Code Section 11.13(q)):

Surviving spouse of person who qualified for the age 65 or older exemption may receive this exemption if the surviving spouse was 55 years of age or older when the qualifying spouse died. The property must have been the surviving spouse's residence homestead at the time of death and remain the surviving spouse's residence homestead. This exemption cannot be combined with an exemption under 11.13(d).

**100 Percent Disabled Veterans Exemption** (Tax Code Section 11.131(b))

Property owner who has been awarded a 100 percent disability compensation due to a service-connected disability and a rating of 100 percent disabled or individual unemployability from the U.S. Department of Veterans Affairs or its successor. Documentation must be provided to support this exemption request.

**Surviving Spouse of a Disabled Veteran Who Qualified or Would Have Qualified for the 100 Percent Disabled Veteran's Exemption** (Tax Code Section 11.131(c) and (d))

Surviving spouse of a disabled veteran (who qualified for an exemption under Tax Code Section 11.131(b) at the time of his or her death or would have qualified for the exemption if the exemption had been in effect on the date the disabled veteran died) who has not remarried since the death of the veteran. The property must have been the surviving spouse's residence homestead at the time of the veteran's death and remain the surviving spouse's residence homestead.

**Donated Residence Homestead of Partially Disabled Veteran** (Tax Code Section 11.132(b))

A disabled veteran with a disability rating of less than 100 percent with a residence homestead donated by a charitable organization at no cost or at some cost that is not more than 50 percent of the good faith estimate of the market value of the residence homestead as of the date the donation is made. Documentation must be provided to support this exemption request.

**Surviving Spouse of a Disabled Veteran Who Qualified for the Donated Residence Homestead Exemption** (Tax Code Section 11.132(c) and (d)):

Surviving spouse of a disabled veteran (who qualified for an exemption under Tax Code Section 11.132(b) at the time of his or her death) who has not remarried since the death of the disabled veteran and maintains the property as his or her residence homestead.

**Surviving Spouse of a Member of Armed Services Killed in Line of Duty** (Tax Code Section 11.133(b) and (c))

Surviving spouse of a U.S. armed services member who is killed or fatally injured in the line of duty who has not remarried since the death of the service member. Documentation must be provided to support this exemption request.

**Surviving Spouse of a First Responder Killed in the Line of Duty** (Tax Code Section 11.134)

Surviving spouse of a first responder who is killed or fatally injured in the line of duty who has not remarried since the death of the first responder. Documentation must be provided to support this exemption request.

**Council Meeting Date:  
Regular City Council Meeting June 8, 2022**

**Agenda Item Cover Sheet**

**Agenda Item Subject/Title:**

Discuss and Take Appropriate Action on Referring to The Woodcreek Parks Board the Documents included in the Packet for this Item Regarding Certification for a Wildlife Habitat.

**Agenda Item Summary:**

Additional documents to be included in a packet regarding Certification of a Wildlife Habitat.

**Financial Impact:**

n/a

**Recommendations:**

Include the documents found in the packet for this item, to be referred to the Park's Board for consideration.

**Supporting Documents Included:**

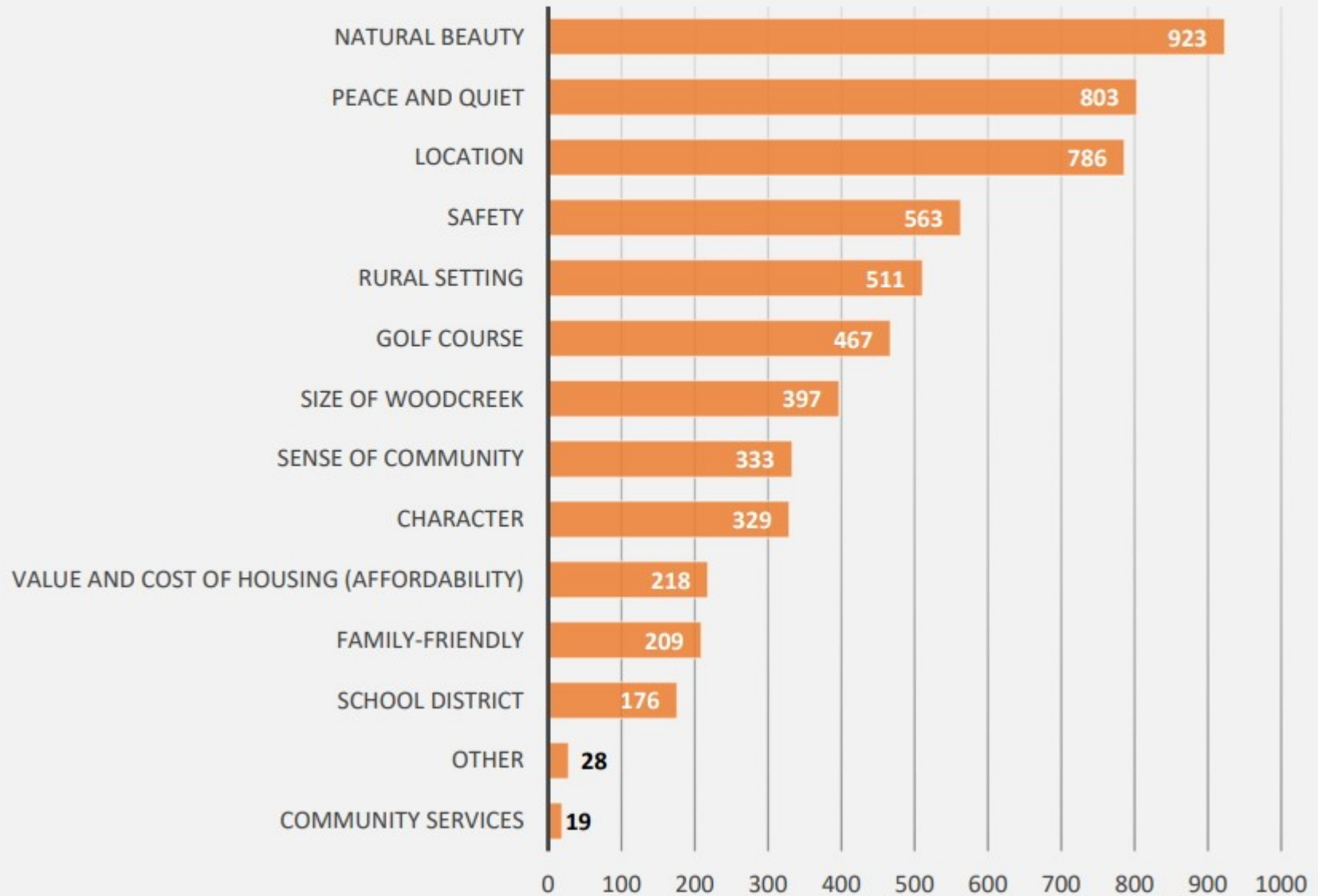
Certified Wildlife Habitat.jpg, Wildlife Habitiat Austin American Statesman pg 1.jpg, Wildlife Habitiat Austin American Statesman pg 2.jpg, Wildlife Habitiat Austin American Statesman pg 3.jpg

**Submitted by:** Councilmember Chrys Grummert



# What do you like most about living/working/owning a business in Woodcreek?

*\*Overall score shown (5 points for Rank 1, 4 points for Rank 2, 3 Points for Rank 3, etc.)*



### How You're Helping Wildlife

Rapid and large-scale changes to our lands and waters mean wildlife are losing the habitats they once knew. Every habitat garden is a step toward replenishing resources for wildlife such as bees, butterflies, birds, and amphibians—both locally and along migratory corridors. By adding pollinator-friendly and monarch-friendly plants when you certify, your garden also counts toward the [Million Pollinator Garden Challenge](#).

When you certify, your \$20 application fee supports the National Wildlife Federation's programs to inspire others to make a difference and address the issues leading to declining habitat for wildlife nationwide. A portion of your fee also supports work for local wildlife in [select affiliate partner states](#).



\$99. for sign

**Certification Requirements**

Certified Wildlife Habitat® applicants are asked to confirm they've provided the required number of elements for each of the following:

- **Food**
- **Water**
- **Cover**
- **Places to Raise Young**
- **Sustainable Practices**

<https://www.nwf.org/CertifiedWildlifeHabitat/Habitats/Information?Length=4>

use web address above to certify



**The National Wildlife Federation**

*Uniting all Americans to ensure wildlife thrive in a rapidly changing world*

PO Box 1583, Merrifield, VA 22116-1583

800.822.9919



# Creating a wildlife habitat

**Food:** Native plants provide wildlife with a buffet that includes nectar, pollen, nuts, seeds and berries. Plant diversity increases the number of species found in your habitat.

**Water:** A reliable water source is a key element for a variety of wildlife. Animals need water for drinking, and some need it for breeding.

**Cover:** Evergreen shrubs and stacked rock walls are two ways to offer wildlife shelter from predators and bad weather. Layers of vegetation also ensure safe places for critters.

**Raising young:** Dense shrubs, nesting boxes and ponds are examples of places wildlife need to mate and raise their young. Certify your habitat through:

h Texas Parks and Wildlife

Department:

[tpwd.texas.gov/huntwild/wild/wildlife\\_diversity/wildscapes/wildscape\\_certification.phtml](http://tpwd.texas.gov/huntwild/wild/wildlife_diversity/wildscapes/wildscape_certification.phtml)

h National Wildlife Federation:

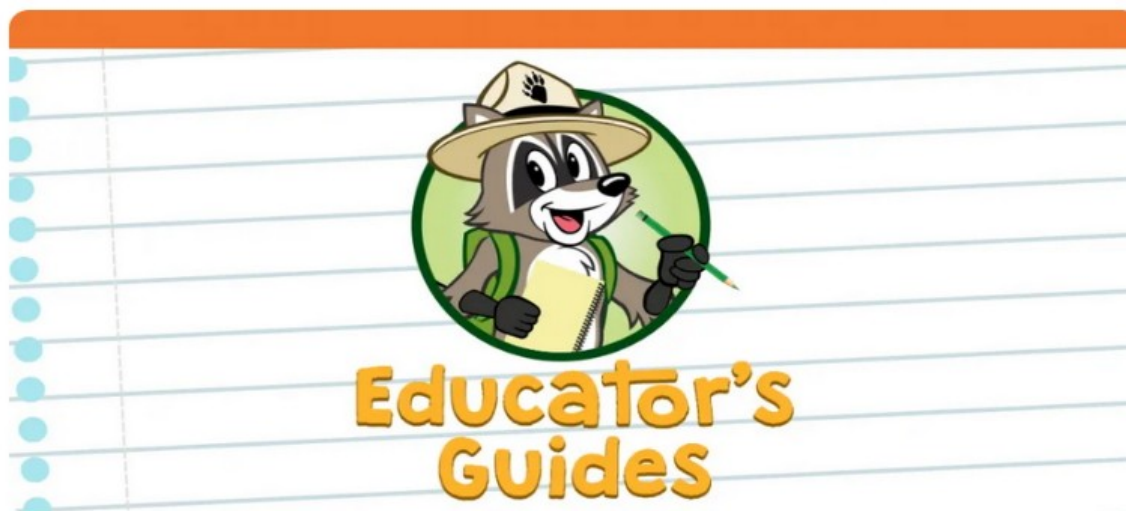
[nwf.org/CERTIFY](http://nwf.org/CERTIFY)



## Join Ranger Rick

Inspire a lifelong connection with wildlife and wild places through our children's publications, products, and activities

# Educator's Guides



This concise guide provides educational extensions for each month's *Ranger Rick*. Delve deeper into every issue with activity ideas and student pages.

There is a very long list of guides focused on children's education

“A certified backyard wildlife habitat is basically where a homeowner plants native plants in their front or back yards,” Davis said, explaining that the four major components are food, water, shelter and an appropriately arranged space where animals can raise their young. “When we create them, then all of the pollinator species, the bees, the beetles, the butterflies, the lizards and the birds, begin to return. We can recreate and restore what was lost.”

### **Dwindling wildlife**

Bees, butterflies and beetles are just some of the wildlife needed to pollinate local plant life and improve soil quality.

In the early 1990s, an estimated 1 billion monarch butterflies would migrate through the Central Flyway, the path birds and insects take from north to south each year that includes Austin, Dallas and San Antonio.

In recent years, the migration has dwindled to about 300 million monarchs, sparking scientists’ efforts to place the butterflies on the nation’s endangered species list. Habitat loss and pesticide use contribute to their rapid decline, according to experts.

Beekeepers report losing about 29%, sometimes nearly as high as 40%, of all honeybee colonies every winter in Texas, according to the nonprofit advocacy group Environment Texas. Wild bee populations also are in decline.

More than 30 pollinator insect species are among animals in greatest need for conservation, according to the Texas Parks and Wildlife Department. That is worrisome because 90% of wild flowering plants need these insects to pollinate them.

If these populations continue to dwindle, flowering plants will also sharply decline, triggering a domino effect that could harm ecosystems, according to Environment Texas, which is campaigning to add more pollinatorfriendly plants to urban areas.

The collapse of these ecosystems can alter the landscape enough to contribute to climate change, which the national Centers for Disease Control and Prevention has linked to premature deaths from extreme weather events and more food- and water-borne illnesses for humans.

“Areas that once provided food, water and shelter for wildlife have undergone radical land use change,” Davis said. “In the process of urbanization, we end up paving over habitats and place homes and parking lots on top of habitats.”

And when many developers choose to landscape with exotic plants instead of native species, Davis said, “the overall impact is, at best, habitat simplification and, at worst, habitat destruction.”

### **Understanding the ecology**

Before you consider creating a wildlife habitat in your own yard, it’s important to first understand the Central Texas landscape.

Interstate 35 as the boundary line. The Blackland Prairie is to the east of I-35 and the Edwards Plateau is to the west.

Plants native to one region might not thrive in another, so Davis said the first stop in your journey to a natural landscape should be the Lady Bird Johnson Wildflower Center in Southwest Austin to learn about which plants belong in your yard.

The wildflower center is a state botanical garden that features more than 900 species of native Texas plants and has regular programs and events to teach people about flowers such as the sunshine-yellow tipped Rio Grande abutilon and the bright pink desert sand-verbena.

A quick browse of the wildflower center’s website will bring you to a native plant database, which will show the plants that grow best in certain soils and thrive in direct sunlight, partial sun or full shade.

Apartment dwellers can participate in this too, but on a smaller scale by planting these native species in pots on their balconies or doorsteps.

“It’s always best to start with your backyard until you really know how to do things in an appealing way,” said Davis, who also has a backyard wildlife habitat.

Several organizations certify wildlife habitats in Central Texas, such as the National Wildlife Federation and the Texas Parks and Wildlife Department, so it’s important to look at the specific requirements for each before investing in plants, seeds and water fixtures.

-Heather Osbourne



# National Wildlife Federation's GARDEN FOR WILDLIFE™

## Garden Certification Walk-through Checklist

It's easier than you think to create your own wildlife garden! Use this walk-through checklist to confirm you have all the elements necessary to be certified:

**\*Note:** this checklist is only a tool to prepare your garden, please certify online at [www.nwf.org/certifiedwildlifehabitat](http://www.nwf.org/certifiedwildlifehabitat)

**FOOD:** Your habitat needs three of the following types of plants or supplemental feeders:

- |   |                                 |   |   |
|---|---------------------------------|---|---|
| <input type="checkbox"/> Seeds from a plant | <input type="checkbox"/> Fruits | <input type="checkbox"/> Bird Feeder        | <input type="checkbox"/> Butterfly Feeder |
| <input type="checkbox"/> Berries            | <input type="checkbox"/> Sap    | <input type="checkbox"/> Squirrel Feeder    | <input type="checkbox"/> Nuts             |
| <input type="checkbox"/> Nectar             | <input type="checkbox"/> Pollen | <input type="checkbox"/> Hummingbird Feeder |   |
| <input type="checkbox"/> Foliage/Twigs      | <input type="checkbox"/> Suet   |   |   |

**WATER:** Your habitat needs one of the following sources to provide clean water for wildlife to drink and bathe:

- |                                   |  |  |  |
|-----------------------------------|--|--|--|
| <input type="checkbox"/> Birdbath | <input type="checkbox"/> Seasonal Pool | <input type="checkbox"/> River                   | <input type="checkbox"/> Rain Garden       |
| <input type="checkbox"/> Lake     | <input type="checkbox"/> Ocean         | <input type="checkbox"/> Butterfly Puddling Area | <input type="checkbox"/> Water Garden/Pond |
| <input type="checkbox"/> Stream   | <input type="checkbox"/> Spring        |  |  |

**COVER:** Wildlife needs at least two places to find shelter from the weather and predators:

- |  |                                       |  |   |
|--|---------------------------------------|--|---|
| <input type="checkbox"/> Wooded Area       | <input type="checkbox"/> Cave         | <input type="checkbox"/> Brush or Log Pile | <input type="checkbox"/> Dense Shrubs/Thicket |
| <input type="checkbox"/> Bramble Patch     | <input type="checkbox"/> Roosting Box | <input type="checkbox"/> Burrow            | <input type="checkbox"/> Water Garden or Pond |
| <input type="checkbox"/> Ground Cover      | <input type="checkbox"/> Evergreens   | <input type="checkbox"/> Meadow or Prairie |   |
| <input type="checkbox"/> Rock Pile or Wall |                                       |  |   |

**PLACES TO RAISE YOUNG:** You need at least two places for wildlife to engage in courtship behavior, mate and then bear and raise their young:

- |  |                                  |   |   |
|--|----------------------------------|---|---|
| <input type="checkbox"/> Mature Trees      | <input type="checkbox"/> Wetland | <input type="checkbox"/> Dead Trees or Snags  | <input type="checkbox"/> Water Garden/Pond            |
| <input type="checkbox"/> Meadow or Prairie | <input type="checkbox"/> Cave    | <input type="checkbox"/> Dense Shrubs/Thicket | <input type="checkbox"/> Host Plants for Caterpillars |
| <input type="checkbox"/> Nesting Box       | <input type="checkbox"/> Burrow  |   |   |

**SUSTAINABLE PRACTICES:** You need to employ practices from at least two of the three categories below to help manage your habitat in a sustainable way- *to better help wildlife, we advocate employing one or more practices from each category:*

- |  |   |
|--|---|
| <input type="checkbox"/> <b>Soil and Water Conservation:</b> <ul style="list-style-type: none"> <li>• Riparian Buffer</li> <li>• Capture Rain Water from Roof</li> <li>• Xeriscape (water-wise landscaping)</li> <li>• Drip or Soaker Hose for Irrigation</li> </ul> | <ul style="list-style-type: none"> <li>• Limit Water Use</li> <li>• Reduce Erosion</li> <li>• Use Mulch</li> <li>• Rain Garden</li> </ul> |
| <input type="checkbox"/> <b>Controlling Exotic Species:</b> <ul style="list-style-type: none"> <li>• Practice Integrated Pest Management</li> <li>• Remove Non-Native Plants and Animals</li> </ul>  | <ul style="list-style-type: none"> <li>• Use Native Plants</li> <li>• Reduce Lawn Areas</li> </ul>  |
| <input type="checkbox"/> <b>Organic Practices:</b> <ul style="list-style-type: none"> <li>• Eliminate Chemical Pesticides</li> <li>• Eliminate Chemical Fertilizers</li> </ul>   | <ul style="list-style-type: none"> <li>• Compost</li> </ul>   |



**GARDEN**  
**FOR WILDLIFE**

# How to Design A Better Wildlife Garden

This guide will help you design a better wildlife garden by providing useful methods rooted in ecological landscape design. Ecological design works with natural processes like the interactions between flora, fauna and soils. Read on to discover how you can use ecological design principles to create attractive native plant combinations which enhance wildlife habitat, benefit pollinators and improve water quality!

## Get Inspired!

Look to nature for inspiration. Here are some questions to consider before getting started:

- » What naturally occurring landscape could you reflect in your planting design?
- » What aspects of that natural landscape type do you enjoy most?
- » What elements of that natural landscape provide wildlife benefits?
- » How can you reproduce those elements in your garden?

# Natural Landscapes

## EXAMPLES:

Select a model landscape as your starting point based on your existing site conditions and elements you'd like to have in your future garden. Refine the key elements of that natural landscape to fit with your site's conditions and native plants suitable to your area.

## Grasslands



### EXAMPLES

Prairies, wet meadows, tidal marshes

### KEY CHARACTERISTICS

Low growing layers of dense grasses and forbs, horizontal plant patterns



### KEYS TO GRASSLAND INSPIRED DESIGN

- » Keep planting low
- » Mingle both grasses and forbs
- » Avoid clashing color and texture

## Shrublands or Woodlands



### EXAMPLES

Early successional forests, chaparral

### KEY CHARACTERISTICS

An herbaceous groundcover layer and a scattered shrub and tree layer



### KEYS TO SHRUB/WOODLAND INSPIRED DESIGN

- » Create clearly defined masses of trees and shrubs that contrast the herbaceous layer
- » Use trees and shrubs for specific purposes, i.e. to create rooms or frame views

## Forests



### EXAMPLES

Temperate deciduous forests

### KEY CHARACTERISTICS

Tree canopy, understory and herbaceous layers, shelter from sun and wind



### KEYS TO FOREST INSPIRED DESIGN

- » Include all three forest layers
- » Use species from the same forest type
  - » Maintain open views



Neatly mowed edges and hardscape elements are a few strategies for balancing tidiness and plant diversity.

## 1 Relate Plants to People

A wildlife garden can be just as attractive to people as it is to wildlife!

**Obedient plant** is repeated in this bioswale to provide both color and a mass pollinator event each season.



### FOLLOW THESE TIPS FOR CREATING AN ATTRACTIVE PLANTING:

- » Amplify, in other words intensify and enhance, nature's colors, textures and patterns. Create bold flowering events in your garden by massing or repeating the same species throughout your design.
- » Design with a range of heights to benefit a variety of fauna. Design primarily with low to medium height plants and use taller plants as occasional features. Avoid placing taller plants too close to the edge of your planting where they may block views or fall into paths. In some cases, such as small urban meadows, only lower growing species may be needed.
- » Contrast your planting with clean lines and edges. Pruned hedges, hardscaping or mowed edges are some examples of borders that clearly define your garden. Framing your garden with these design elements is a wonderful way to integrate your native plantings into more traditional landscaping.
- » Time is a design tool. If possible, include a range of plants in your palette that provide blooms throughout the entire season. This will both delight you over the whole year and provide extended pollinator benefits.



**Phlox divaricata** have been selected for this lightly shaded garden with mesic soils.

## 2 Relate Plants to Place

Work with your existing soils and site conditions. Every site's soil is unique, in turn supporting its own particular flora and fauna. If every garden was amended with compost and supported the same plants, how would wildlife diversity fare?

By choosing plants to that fit uniquely to your site you can contribute to higher plant and animal diversity.

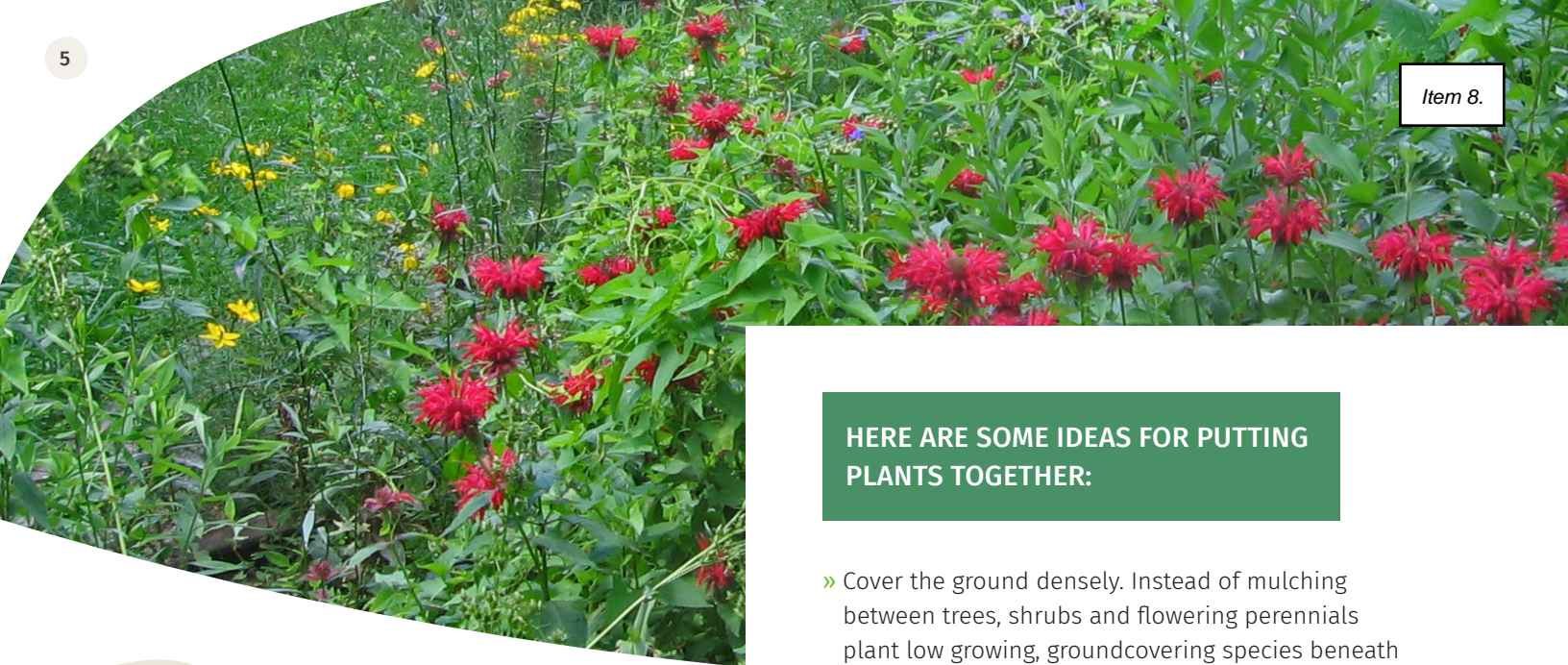
### THIS SIMPLE ACT WILL SAVE NATURAL RESOURCES, TIME AND MONEY WHILE GUIDING YOU IN PLANT SELECTION:

- » Get to know your site's soil type, light levels and other key characteristics. Select plants that prefer these conditions. Plants matched to your place are more likely to flourish without added soil amendments and irrigation.
- » Challenging site conditions can be an asset. Difficulties like poor soil fertility and slightly high or low pH can narrow down native plant selection to those that thrive in these conditions. Using nature as your guide, look for natural landscapes with similar challenges. What plants grow there?
- » Don't be discouraged if a plant doesn't survive. Consider why it might not have been successful and use the opportunity to dig deeper into the plant's needs and your site conditions. Consult a nursery professional for assistance in finding a more suitable plant.



**Drought tolerant plants** comprise this garden habitat in the Southwest.





## 3 Relate Plants to Other Plants

Traditional gardens often lack the lushness and density of plant communities that we see in nature. Native plants are key to providing wildlife benefits but if they are spaced too far apart the result is a garden that provides much less food and habitat than in nature!

**Green mulch** provides more wildlife value! The flowers and foliage of groundcovering plants like Appalachian barren strawberry provide food for insects. Their roots also contribute to biodiversity underground.



### HERE ARE SOME IDEAS FOR PUTTING PLANTS TOGETHER:

- » Cover the ground densely. Instead of mulching between trees, shrubs and flowering perennials plant low growing, groundcovering species beneath them. There is no bare soil in nature. Similarly, in your garden weeds will fill in any gaps you leave. By covering soil with “green mulch” you will provide more food, shelter and other wildlife value per square foot while also reducing weed pressure.
- » Create lush plantings by vertically layering plants. This can be done by including structural, flowering, groundcover and fillers plants in your wildlife garden.

**STRUCTURAL PLANTS** are the plants that can define your garden through structure or form. They make up the backbone of your design. These plants include trees, shrubs and tall perennials. Structural plants should make up about 10-15% of your plant palette.

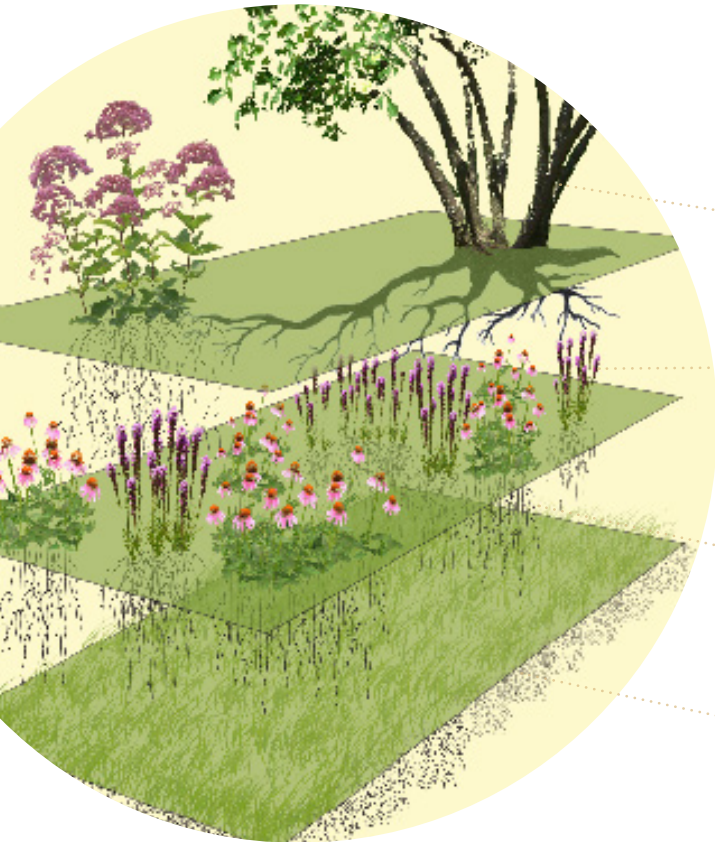
**COLORFUL FLOWERING PLANTS** are very important for pollinator value and for providing bold, colorful flowering events throughout the season. Flowering plants should make up about 25-40% of your plant palette.

**GROUNDCOVER PLANTS** are the green mulch of your garden. While less visually dominant than the other layers, these plants play an important role in ecological function. Groundcover plants should be about 50% of your plant palette.

**FILLER PLANTS** are short-lived plants whose function is to fill in the gaps between the three other layers suppressing weeds as the other plants grow to full size. Filler plants include self-seeding plants such as annuals, biennials and short-lived perennials. They should make up about 5-10% of the plant palette.

## Breaking Down the Wildlife Benefits of Each Layer

Wildlife gardens provide habitat above and below the soil line. Consider form and function of plants to support diverse wildlife across a layered habitat environment. This approach ensures wildlife have essential habitat elements: food, water, cover and places to raise their young!



**STRUCTURAL PLANTS** provide shelter and food sources for birds and insects as well as winter structure, framing, shade and screening.



**COLORFUL FLOWERING PLANTS** provide the colorful floral events we love. These plants also provide pollen and nectar for a variety of insects and other pollinating fauna.



**GROUNDCOVER PLANTS** provide additional pollen sources, weed suppression and erosion control.



**FILLER PLANTS** provide nectar and pollen sources, suppress weeds and create a native seed bank for the future of your wildlife garden.

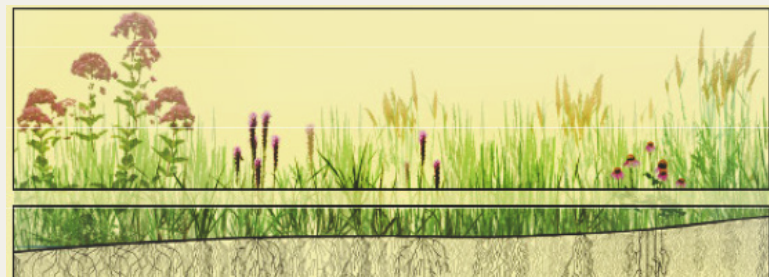
## Layered Planting and Stormwater Management

Dense and layered plantings play a critical role in managing stormwater runoff.

**FIRST**, plants can reduce stormwater runoff by uptaking water into their roots.

**SECOND**, each year a certain percentage of each plant's root system dies back and regrows, creating channels in the soil. These channels allow better infiltration for groundwater recharge.

**If you are designing a rain garden, bioswale or other stormwater system plant it densely and watch it perform!**



Design Layer

Functional Layer

In this **layered planting** there is density above and below ground. The underground root layer can play an important role in managing stormwater runoff.

# Maintenance Tool Box

A wildlife garden is exciting, dynamic and lively. You will get the most enjoyment out of your garden if you embrace the changes that occur over each season and year. The key to successful maintenance is observation and choosing the right time and right tools for intervening.



If you discover any **gaps** in your wildlife garden, fill them in with site appropriate native plants.

## FOLLOW THESE TIPS:

- » Gallon or quart sized flowering perennials or starter plugs with established root systems can provide color and texture more quickly. For economy and larger restoration landscapes use seeds. Seeds will take one or more seasons to become established plants.
- » Leave perennials standing through the winter and wait to cut them back until February or March. This provides many benefits. Some perennials hold onto their seed providing food for birds over the winter and other perennials provide habitat for overwintering insects in their stems.
- » Instead of raking out planting beds each winter let leaves stay in place. This will provide habitat and food for a variety of native insects and other animals.
- » Avoid using pesticides, herbicides and harmful chemical fertilizers.
- » Opt for hand removal of weeds instead of herbicides. Try cutting back weeds at their base before they flower. This technique prevents soil disturbance and the subsequent chance that disturbed soil will be invaded by weeds.
- » If gaps appear in your planting for any reason and bare soil is left uncovered, weeds will use the opportunity to fill that space. Be sure to fill the spot with a native plant of your choice as soon as possible! Filling these gaps with plants, not mulch, will provide the highest wildlife benefits.
- » Provide wildlife a water source, such as simple birdbath or shallow dish of water, rain garden, or small pond if your property does not already include a natural water source.



**Cutting back weeds** at the base is an easy weed removal technique which minimizes disturbance of soil and habitat.

# Join the Garden for Wildlife Movement!

CERTIFY YOUR WILDLIFE FRIENDLY LANDSCAPE

[NWF.ORG/GARDEN](http://NWF.ORG/GARDEN)



## GARDEN FOR WILDLIFE™

Funding provided through the Montgomery County Water Quality Protection Fund

**Content Design:** Claudia West, Laura Cruz, Mary Phillips, Naomi Edelson

**Content adapted from:** Planting in a Post-Wild World: Designing Plant Communities for Resilient Landscapes, by Thomas Rainer and Claudia West

**Photo credits:** National Wildlife Federation, Claudia West, Laura Cruz

Page 4: Circle image, Sally Vance; Page 5: Banner image, Kerry Pathy; Page 7: Left circle, Emily Fano





**GARDEN  
FOR WILDLIFE™**

# Pollinator Gardening

Pollinators are animals that move from plant to plant while searching for protein-rich pollen or high-energy nectar to eat. As they go, they are dusted by pollen and move it to the next flower, fertilizing the plant and allowing it to reproduce and form seeds, berries, fruits and other plant foods that form the foundation of the food chain for other species—including humans.

Pollinators are themselves important food sources for other wildlife. Countless birds, mammals, reptiles and amphibians eat the protein and fat-rich eggs, larvae, or adult forms of pollinators, or feed them to their young. Pollinators play a critical role in the food supply for wildlife and people!

Bees are well-known pollinators, but over 100,000 invertebrates—including butterflies, moths, wasps, flies, and beetles—and over 1,000 mammals, birds, reptiles and amphibians, act as pollinators.

**MORE THAN 85% OF  
FLOWERING PLANTS  
REQUIRE INSECT  
POLLINATION WHICH  
RESULTS IN FRUITS,  
NUTS AND SEEDS THAT  
25 PERCENT OF BIRDS  
RELY ON FOR FOOD.  
NATIVE BEES POLLINATE  
15 PERCENT OF U.S  
FRUIT, NUT, VEGETABLE  
AND FIELD CROPS.**

# Tips & Info

Pollinators worldwide are in decline. Habitat loss, invasive species, parasites, and pesticides are largely to blame. Here's how to help.

## Pollinator Gardens Tips

- 1. Plant native flowering plants in your garden.**  
Get a list for your zip code at [nwf.org/nativeplants](http://nwf.org/nativeplants).
- 2. Reduce the size of your lawn and replace with native blooming plants.**
- 3. Provide water for pollinators** by filling a shallow birdbath with gravel or creating a muddy patch in a corner of your yard.
- 4. Attract hummingbirds** by planting dense shrubs for nesting and native plants with bright red and orange tubular flowers for food. Supplement as needed with a nectar feeder.
- 5. Most native bees are solitary** and lay eggs in tiny tunnels in dead trees, fallen branches, hollow stems, or in sandy soil. Leave standing dead trees, fallen logs, and bare patches of sandy soil. You can even put out a bee house filled with nesting tubes.
- 6. Butterflies need special "host plants" as food** for their caterpillars. Monarchs, for example, rely on only one host plant, milkweed, so planting it will provide essential habitat. Find host plants for butterflies and moths native to your area at [nwf.org/nativeplants](http://nwf.org/nativeplants).

## Join the Garden for Wildlife Movement!

Join the growing movement of people making a difference for wildlife where they live, work, learn, worship, and play!

Get more tips on creating wildlife habitat gardens that benefit pollinators and how to get your garden recognized as a Certified Wildlife Habitat by the National Wildlife Federation. Every certified garden counts towards reaching the goal of the Million Pollinator Garden Challenge.

## Don't Use Pesticides

Insects are a sign of a healthy garden, and an important food source for birds. No need to spray!

Attract ladybugs, predatory wasps and other natural enemies of pests. Native plants attract these beneficial pest predators.

Hand-pick pests if you have an infestation or wash them off with a stream of water from a hose.

Use only use organic or natural pest deterrents such as soap, garlic and chili pepper.

Avoid chemical pesticides, especially neonicotinoid insecticides and "weed killers" that eliminate the pollen and nectar plants pollinators need.

Learn more at [nwf.org/organicpractices](http://nwf.org/organicpractices)



**GARDEN  
FOR WILDLIFE™**

**For more information, visit**  
[nwf.org/gardenforwildlife](http://nwf.org/gardenforwildlife)

**Council Meeting Date:  
Regular City Council Meeting June 8, 2022**

**Agenda Item Cover Sheet**

**Agenda Item Subject/Title:**

Report and Discussion regarding status and activities of the Tree Board.

**Agenda Item Summary:**

Update the Council and Citizens as to the status and recent activity of the Tree Board

**Financial Impact:**

N/A

**Recommendations:**

Receive report and discuss

**Supporting Documents Included:**

None

**Submitted by:** Councilmember Brent Pulley

**Council Meeting Date:  
Regular City Council Meeting June 8, 2022**

**Agenda Item Cover Sheet**

**Agenda Item Subject/Title:**

Report and Discussion regarding status and activities of the Traffic committee

**Agenda Item Summary:**

Report and discuss status and recent activities of the Traffic committee

**Financial Impact:**

N/A

**Recommendations:**

Review report and discuss

**Supporting Documents Included:**

None

**Submitted by:** Councilmember Brent Pulley



**Council Meeting Date:  
Regular City Council Meeting June 8, 2022**

**Agenda Item Cover Sheet**

**Agenda Item Subject/Title:**

Discussion and possible action regarding the current City Resolution setting the TIME and the PLACE for regular council meetings.

**Agenda Item Summary:**

Looking at possibly changing the regular meeting time from 6:30PM AND providing flexibility as the where such meeting can be held.

**Financial Impact:**

Nominal.

**Recommendations:**

Adjusting regular meeting times and also providing flexibility as to where Council meets.

**Supporting Documents Included:**

Resolution 2021-12-22-1

**Submitted by:** Councilmember Brent Pulley

**CITY OF WOODCREEK, TEXAS**

**RESOLUTION 2021-12-22-1**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WOODCREEK, TEXAS ADOPTING RULES OF PROCEDURE FOR THE CONDUCT OF ITS MEETINGS; AND REPEALING ALL OTHER RESOLUTIONS OR PARTS OF RESOLUTIONS INCONSISTENT OR IN CONFLICT HEREWITH.**

**WHEREAS** the City of Woodcreek City Council (City Council) wishes to formally adopt rules of procedure for City Council meetings; and

**WHEREAS** provide clear, transparent, and comprehensive rules of procedure, which are vital to the efficient administration of City matters.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF WOODCREEK, TEXAS:**

**SECTION 1.** The following rules of procedure shall govern all meetings and proceedings of the City Council and the conduct of all members and other persons in attendance at such meetings.

**DEFINITIONS**

**MAJORITY VOTE:** Except when governed by specific rules to the contrary, a *majority vote* is the fundamental requirement to pass a motion. A *majority*, simply stated, is *more than half*. And a majority vote refers to more than half of the votes actually cast, not more than half of the votes that could be cast if everybody voted.

**TWO-THIRDS VOTE:** As a means of balancing the rights of the entire group with the rights of individuals, some decisions require the affirmative consent of at least twice the number of members as are not in favor. This vote is called a *two-thirds vote* and refers to two-thirds of the votes cast.

**Rule 1. Meetings, Regular and Special**

(A) The City Council shall meet at Camp Young Judaea. All such meetings shall be held on the second Wednesday of each month, commencing at 6:30p.m., unless set for another time or date by resolution of the City Council. In the event a second Wednesday falls on a holiday, the meeting for that day shall be rescheduled as determined by Council by and through a resolution. Any meeting of Council may be recessed from hour to hour for a period not to exceed 24 hours, by an affirmative vote of four (4) or more voting members of the City Council present at such meeting, and such recessed meeting may be held without further posted notice in compliance with the Texas Open Meetings Act, Texas Government Code Chapter 551.

(B) Special meetings may be held on the call of the Mayor or on the application of three (3) Councilmembers to the Mayor. The agenda items for such meetings shall be determined at the discretion of the person or persons calling the meeting.

- (C) The Mayor and City Manager shall be responsible for compiling the agenda for all regular and special meetings. For regular meetings, members of the Governing Body of the City of Woodcreek may request agenda items, and all such requested agenda items shall be accepted and placed on the agenda. If it becomes necessary to postpone placement of the requested item, the Mayor and City Manager must confer with the requesting Councilmember to obtain their agreement.
- (D) Meetings will follow Robert's Rules of Order, as revised.
- (E) City staff may approach any member of the Council, including the Mayor, with an item for Council to entertain, but that member of Council has discretion to place the item on the agenda. The member of Council then becomes the sponsor of that item once placed on the agenda. The agenda will have a section called "city staff and/or city committee reports" for every monthly regular meeting. Each staff and/or committee member will be responsible for providing report documentation in the agenda packet.

## **Rule 2. Chairman and Call to Order**

The Mayor, or in the Mayor's absence, the Mayor Pro Tem, shall preside at all meetings of the Council. If the Mayor and the Mayor Pro Tem are absent, the Mayor, or a majority of the Council, may appoint a Councilmember to preside. At the hour of the meeting, the Mayor shall call the Council to order, and the City Secretary shall record the roll.

## **Rule 3. Conduct of Mayor and Councilmembers**

Any member of the Council, including the Mayor, who fails to observe decorous and orderly behavior during a meeting, or who disturbs a meeting of Council with such disorderly conduct, is subject to being expelled from such meeting upon motion passed by a two-thirds vote of the Council present at the meeting. Any member reprimanded by motion or expelled from a meeting by motion who commits another breach of decorous or disorderly behavior during a subsequent meeting shall be subject to a reprimand upon a motion approved by two-thirds of the Council present at the meeting. A Councilmember, upon a vote from two-thirds of Council present at the meeting, may be subject of a reprimand, complaint, or investigation.

## **Rule 4. Handling of Question of Order**

All questions of order shall be decided by the presiding officer with the right of appeal such decision by the City Council. The majority of the Councilmembers present, through a motion, may overrule the decision of the presiding officer. When the presiding officer, rules on a point of order and one of the Councilmember states, "I appeal the ruling," or words to such effect, no other business shall be transacted until a vote on the appeal is completed. The presiding officer shall immediately put such question to vote without debate, and, if not, any member of the Council may put the question to a vote.

## **Rule 5. Procedure for Submitting Agenda Items**

For regular council meeting, any and all ordinances, resolutions or other matters, including all written data and supporting documents, except emergency items, to be brought by the Mayor or by a

member of the City Council for consideration, shall be submitted to the City Manager not later than 1:00p.m. of the Monday the week preceding the meeting at which the same is to be considered. Items shall identify the subject matter to be discussed with such notification in compliance with the Texas Open Meetings Act and provide the possible action the sponsor intends the City Council take during the meeting, e.g., discussion, update, and/or take appropriate action. All items shall be accompanied by supporting documents intended to be considered by the City Council.

For special meetings, the member or members calling the meeting shall submit any and all ordinances, resolutions or other matters, including all written data and supporting documents to the City Manager not later than 1:00p.m. one week (7 days) before the scheduled special council meeting at which the same is to be considered. Items shall identify the subject matter to be discussed with such notification in compliance with the Texas Open Meetings Act and provide the possible action the sponsor intends the City Council take during the meeting, e.g., discussion, update, and/or take appropriate action. All items shall be accompanied by supporting documents intended to be considered by the City Council.

The name of the sponsor of the agenda item shall be listed with that item on the agenda. The sponsor of an item is given the opportunity to speak first about their item during discussion and speak last to that item.

#### **Rule 6. Motion to Table**

Since the Council has regularly scheduled meetings, a motion to table, when carried, does not permanently defeat an ordinance, resolution, motion, or other measure. Motions laid on the table are merely temporarily laid aside and may be taken from the table at any time. This motion is for the sole purpose of taking up more urgent business that requires the council or governing body's immediate attention. The motion to "Lay on the Table" is carried by majority vote and is not debatable or amendable and does not have interrupting privileges. Once tabled, the motion shall be on the next agenda, now listed under "Unfinished business." Council may not debate nor take any action that would affect the tabled question until a subsequent in-order motion to "Take from the Table" is moved, seconded, and carried. At the following Council meeting the chair will automatically bring up for consideration the Unfinished business before moving to the regular agenda. If the tabled motion continues to be 'tabled', after three months the motion dies.

The motion to "Lay on the Table" should not be confused with the motion to Postpone to a Certain Time or with the motion to Postpone Indefinitely. The purpose of these motions is to postpone or suspend debate on a question for reasons other than to consider more urgent business.

#### **Rule 7. Closing of Debate**

If, during debate upon any ordinance, resolution, motion or other matter before the Council, any member wishing to end debate, the member, after seeking and receiving recognition from the chair, may move to end debate, commonly called "question" or "calling the question." This motion requires a second. This motion is non-debatable. Immediately after the second, the chair takes the vote regarding the motion to end debate. It takes two-thirds of the voting members present in favor of ending debate to close discussion on the original motion being considered. If two-thirds of the voting members end the discussion, then the chair immediately takes a vote on the pending motion and any possible amendments to that motion without any further debate or discussion. Provided however, debate may not be closed

until such time as each councilmember has been given opportunity to speak on the agenda item in an amount of time not to exceed three (3) minutes.

**Rule 8. Citizens' Right to be Heard**

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).

Citizens may submit written public comments not exceeding 300 words in length to the City Secretary not later than 1:00p.m. of the Monday preceding the meeting at which the citizen would like the public comment received. If the written public comment is submitted by this time, it shall be read into the public record for the upcoming meeting.

**Rule 9. Suspension of Rules of Procedure**

Any of the rules of procedure may be suspended (by a two-thirds vote of the voting councilmembers present) to allow consideration of a matter unless doing so would violate the U.S. Constitution, Texas Constitution, and/or Federal or State Law.

**Rule 10. Rules of Procedure**

Except where in conflict with applicable law, the most recent version of Robert's Rules of Order shall govern the proceedings of the City Council.

**SECTION 2.** It is hereby officially found and determined that the meeting at which this Resolution was considered was open to the public as required by the Open Meetings Act, Chapter 551 of the Texas Government Code.

**SECTION 3.** City of Woodcreek resolutions or parts of resolutions inconsistent or in conflict herein, specifically Resolution No. 13-111302, are to the extent of such inconsistency or conflict, hereby repealed.

**SECTION 4.** This Resolution shall be effective immediately upon its passage.

Passed and approved, this, the 22<sup>nd</sup> of December 2021 on a roll call vote of the City Council of Woodcreek, Texas.

City of Woodcreek:

  
\_\_\_\_\_  
Jeff Rasco, Mayor

  
\_\_\_\_\_  
Linda Land, City Secretary

## Proposed 2022-2023 Budget Calendar

Staff	Wednesday, June 8	Send Request to Board and Commission Chairs for Budget Items to be Received by City Staff by July 8th
City Council Meeting	First Meeting in July	Budget Workshop - Present Base Budget of General Fund, M&O and Projected Capital Projects to Council. Vote to Set Date for Budget Public Hearing. Vote to Set Date for a Public Hearing on the Proposed Tax Rate.
Staff	Monday, July 25th	Receive Certified Estimate from HCAD
Staff	Tuesday, July 26th	Communicate to Hays County the City will use the Certified Estimate
City Council Meeting	Second Meeting in July	Budget Workshop Prioritize City Council Budget Requests Prioritize City Board and Commissions Budget Requests
Regular City Council Meeting	Wednesday, August 10th	Budget Workshop Discuss Impact of Various Tax Rates Vote on Proposed Tax Rate
Budget Officer	Tuesday, Aug 15th	Last Day to File Proposed Budget with City Secretary if Plan to Adopt Budget on September 14th
Staff	Thursday, Aug 25th	Send Notice of Public Hearings to Newspaper
Staff	Thursday, Sept 1st	Publish in Wimberley View Notice of Public Hearings
Regular City Council Meeting	Wednesday, September 14th	Budget Workshop Vote to amend the 2021-2022 Budget (if necessary) Hold Public Hearing on Proposed Budget Vote to Postpone the Final Vote on the Budget to 9/21 Hold Public Hearing on the Tax Rate Vote to Postpone the Final Vote on the Tax Rate to 9/21
Special City Council Meeting	Wednesday, September 21st	Presentation of Final Budget Document Vote to amend the 2021-2022 Budget (if necessary) Vote to Adopt Proposed Budget Vote to Adopt the Tax Rate

**Council Meeting Date:  
Regular City Council Meeting June 8, 2022**

**Agenda Item Cover Sheet**

**Agenda Item Subject/Title:**

Discussion and possible action regarding the initiation of a review process and possible issuance of Requests for Qualifications for 1) City Manager Position; 2) City Attorney Position - in accordance with §30.14 of the Woodcreek City Ordances and other applicable law.

**Agenda Item Summary:**

Start a process for: 1) review of the City Manager and the City Attorney as required by §30.14 ; AND 2) reviewing options under a Request for Qualifications procedure.

**Financial Impact:**

None at this time.

**Recommendations:**

Start a process for: 1) review of the City Manager and the City Attorney as required by §30.14 ; AND 2) reviewing options under a Request for Qualifications procedure.

**Supporting Documents Included:**

Current Resolution  
City Manager Contract

**Submitted by:** Councilmember Brent Pulley



## • CHAPTER 30: - OFFICIALS, EMPLOYEES AND ORGANIZATIONS

### § 30.14 - OTHER MUNICIPAL OFFICERS.

- (A) *Other municipal officers.* In addition to the members of the governing body of the municipality, the other officers of the municipality are the Secretary, Treasurer, Assessor and Collector, Municipal Attorney, Marshal, Municipal Engineer, and any other officers or agents authorized by the governing body.
- (B) *Appointment of other municipal officers.* If a vacancy exists in any office created herein, the Mayor or acting Mayor shall appoint a person to fill the vacancy, subject to confirmation by the governing body.
- (C) *Removal of other municipal officers.* Other municipal officers serve at the pleasure of the governing body. The governing body of the municipality may remove a municipal officer for incompetency, corruption, misconduct, or malfeasance in office after providing the officer with due notice and an opportunity to be heard. If the governing body lacks confidence in a municipal officer appointed by the governing body, the governing body may remove the officer at any time. The removal is effective only if two-thirds of the elected aldermen vote in favor of a resolution declaring the lack of confidence.
- (D) *Annual Review.* All other municipal officers shall be subject to an annual review, at which all such municipal officers may be considered for removal subject to [section 30.14\(c\)](#).
- (E) *Powers and duties of other municipal officers; bond.* The governing body of the municipality may require municipal officers whose duties are set forth herein (or otherwise established by Texas law) to perform additional duties. The governing body may require a municipal officer to execute a bond payable to the municipality and conditioned that the officer will faithfully perform the duties of the office.

( [Ord. No. 20-287](#) , § II, 11-10-2020; [Ord. No. 22-305](#) , 3-9-2022)

### § 30.15 - MUNICIPAL MANAGER/ADMINISTRATOR.

- (A) *Office of Municipal Manager/Administrator.* The Office of Municipal Manager/Administrator is created and shall receive such compensation as may be fixed by the Council.
- (B) *Powers and Duties of Municipal Manager/Administrator.*
  - (1) The Municipal Manager/Administrator, who shall be referred to as the City Manager, shall be the Chief Administrative Officer of Woodcreek and shall be responsible to the governing body for the proper administration of the affairs Woodcreek not otherwise delegated to other Officers. To that end, the City Manager shall have the authority, duty and responsibility as required to carry out the following responsibilities and any others that may be assigned by the governing body, from time to time.
  - (2) The City Manager shall:

- (a) Establish and maintain effective working relationships with the governing body, municipal officers, and municipal employees.
- (b) Provide the governing body with pertinent information regarding the administration of all City departments and City activities, and make recommendations to the City Council for the administration and management of the City.
- (c) Work with the governing body to develop and implement short- and long-range plans for the City's growth, including strategic and comprehensive plans.
- (d) Complete all tasks generally assigned to the City Manager and working closely with City staff to develop, present, implement, administer and coordinate all of the following: (a) coordinate with the City Secretary and oversee elections; (b) serve as a liaison between vendors and Council; (d) assist the City Secretary with planning, zoning and permitting; (e) manage and oversee the City's website.
- (e) Prepare job descriptions for approval by the City Council; delegate duties to the officers and employees of the City; supervise the day-to-day operations (including supervising and inspecting the conduct of all subordinate officers employees and causing all negligence, carelessness and violations of duty by the employees and officers to be given appropriate consideration), functions and programs of the City; and make recommendations to the governing body on any and all personnel, performance, administration, programs, projects, management, financial and general governance issues;
- (f) Direct, coordinate and provide oversight over all departments, programs and projects of the City;
- (g) Ensure that all applicable laws and ordinances are enforced;
- (h) Ensure that a system of financial checks and balances is in place and is rigorously upheld to include, as a minimum, the segregation of duties as directed and approved by City Council;
- (i) Supervise programs and projects, issue permits and perform other duties as assigned by the governing body.
- (j) Attend all meetings of the City Council.
- (k) Prepare, review and submit to the governing body prior to the beginning of each fiscal year a budget for proposed expenditures for the ensuing year together with a message describing the important features of said budget; assist the City Council with respect to its consideration of said budget; and assure the proper administration of the budget after its adoption;
- (l) Prepare and submit to the governing body as of the end of the fiscal year a complete report on the finances and administrative activities of the City for the preceding year.
- (m) Report to the governing body in a timely fashion as specific issues arise, as part of regular City Council meetings, on the financial condition and needs of the City;

provide timely information and assistance to City Council, as requested by the City Council; and work with City Council to ensure an annual audit is completed as required.

- (3) The City Manager/Administrator shall have such further authority, duties and responsibilities as reasonably implied from the terms of this section and as heretofore or hereafter provided by the City Council; and shall be bonded in an amount determined by the City Council which bond shall be conditioned upon the good and faithful performance of the authorities and performances of the office and position of City Manager. The premium of the bond shall be paid by the City.
- (C) *Municipal Manager/Administrator to Serve as Municipal Treasurer.* The Office of Municipal Treasurer is created. The Municipal Manager/Administrator shall also serve as the Municipal Treasurer.
- (D) *Powers and Duties of Municipal Manager/Administrator as Municipal Treasurer.*
  - (1) The Municipal Manager/Administrator as the Municipal Treasurer shall (1) receive and securely keep all money belonging to the municipality; (2) make all payments on the order of the Mayor, attested by the secretary of the municipality under the seal of the municipality; (3) render to the governing body a full statement of the receipts and payments which must be rendered at the governing body's first regular meeting in every quarter and at other times as required by the governing body.
  - (2) The Municipal Manager/Administrator as the Municipal Treasurer will also perform the following duties which are statutorily given to the Municipal Secretary:
    - (a) Serve as the general accountant of the municipality and shall keep regular accounts of the municipal receipts and disbursements. The Secretary shall keep each cause of receipt and disbursement separately and under proper headings. The Secretary shall also keep separate accounts with each person, including each officer, who has monetary transactions with the municipality. The Secretary shall credit accounts allowed by proper authority and shall specify the particular transaction to which each entry applies. The Secretary shall keep records of the accounts and other information covered by this subsection.
    - (b) Keep a register of bonds and bills issued by the municipality and all evidence of debt due and payable to the municipality, noting the relevant particulars and facts as they occur.
- (E) *Bond.* The Municipal Manager/Administrator as the Municipal Treasurer shall be bonded as required by [Section 30.15\(B\)\(3\)](#), and also as required by the law.

(Ord. 00-67, 6-14-2000; Ord. 13-173, 1-9-2013; Ord. 19-254, 2-25-2019; [Ord. No. 20-287](#), § II, 11-10-2020; [Ord. No. 22-305](#), 3-9-2022)

## EMPLOYMENT AGREEMENT

This Employment Agreement ("*this Agreement*") is entered into by and between The City of Woodcreek ("*the City*"), and Brenton Lewis ("*Employee*") (*the City* and *Employee* are collectively "*the Parties*") regarding Employee's employment.

1. Employment & Term. The City agrees to employ Employee as the City's Administrator/Manager until Employee (i) resigns his employment with the City; or (ii) is removed in accordance with *Texas Local Government Code, § 22.077*.
  
2. Duties. Employee shall be the chief administrative officer of the city and shall be responsible to the City Council for the proper administration of all affairs of the city. Employee agrees to perform the functions and duties (i) customarily assigned to and performed by an Administrator for a municipality similar in size to the City; and (ii) all legally permissible and proper duties and functions of a City Administrator as may from time to time be assigned by the City. Such duties include, but are not limited to:
  - (a) Prepare job descriptions for approval by the City Council; delegate duties to the officers and employees of the city; supervise the day-to-day operations, functions and programs of the city; and make recommendations to the Mayor and City Council on any and all personnel, performance, administration, programs, projects, management, financial and general governance issues;
  
  - (b) Direct, coordinate and provide oversight over all departments, programs and projects of the City;
  
  - (c) On behalf of the Mayor and City Council, and as requested by the Mayor and City Council, perform administrative and management functions, if any, that are made the responsibility of the Mayor and City Council, including, but not limited to, the following: (i) Ensure that all applicable laws and ordinances are enforced; (ii) Ensure that a system of financial checks and balances is in place and is rigorously upheld to include, as a minimum, the segregation of duties as directed and approved by City Council; (iii) Supervise and inspect the conduct of all subordinate officers and employees of the city; (iv) Cause all negligence, carelessness and violations of duty by the employees and officers to be given appropriate consideration; (iv) Communicate and make recommendations to the City Council for the administration and management of the city; and (v) Supervise programs and projects, issue permits and perform other duties as assigned by the Mayor or the City Council;
  
  - (d) Attend all meetings of the City Council with the right to participate in the discussion, but have no vote;

- (e) In consultation with the Mayor, the Chief Budget Officer of the city, prepare, review and submit to the City Council prior to the beginning of each fiscal year a budget for proposed expenditures for the ensuing year together with a message describing the important features of said budget; assist the City Council with respect to its consideration of said budget; and assure the proper administration of the budget after its adoption;
- (f) Prepare and submit to the City Council as of the end of the fiscal year a complete report on the finances and administrative activities of the city for the preceding year; and
- (g) Report to City Council in a timely fashion as specific issues arise, as part of regular City Council meetings, on the financial condition and needs of the City; provide timely information and assistance to City Council, as requested by the City Council; and work with City Council to ensure an annual audit is completed as required.

3. Compensation.

- (a) Salary & Compensation. The City agrees to pay Employee (1) an annual gross salary of one-hundred and five thousand dollars (\$105,000.00), paid in twenty-four equal installments (“Base Salary”); (2) an annual allowance of six-thousand dollars (\$6,000.00) for a vehicle, paid in twenty-four equal installments. If City business requires Employee to travel out of Hays County, Employee will be paid mileage at the then prevailing IRS rate; and (3) one-hundred percent of Employee’s health insurance coverage through TML Multi-State Intergovernmental Employee Benefits Pool, including medical, dental, vision, and life and AD&D coverage, eye coverage, and basic life insurance.
- (b) Salary Increase. Employee’s Base Salary of one-hundred and five thousand dollars (\$105,000.00) shall annually increase three (3) percent, or more if approved by the City. Said increase shall be effective January 1 of each year.
- (d) Paid Time Off. In addition to holidays approved by the City, Employee shall receive two (2) days of paid time off per month (“PTO”). PTO may be used as Employee sees fit. In no event may Employee accrue more than sixty (60) PTO days. All accrued PTO will be paid to Employee upon termination or resignation.
- (e) Severance Pay. If employee is terminated under *Texas Local Government Code, § 22.077(b)*, Employee shall be paid six (6) months severance equal to the Employees then current Base Salary, as well as expense reimbursements due. If employee is terminated under *Texas Local Government Code, § 22.077(a)*,

Employee shall not be entitled to severance, but shall be entitled to expense reimbursements due.

4. Performance Evaluation. Employee, at least once a year, will meet with the Mayor and Mayor Pro Tem and receive a performance evaluation that will be reduced to writing.

5. Notice.

Any notice required or permitted to be given under this Agreement will be in writing and delivered in person or by courier service requiring acknowledgment of delivery or mailed by certified mail, postage prepaid and return receipt request, or by telecopier, as follows:

City: The City of Woodcreek  
Attn: Mayor  
41 Champions Circle  
Woodcreek, Texas 78676

With a copy to: Kent E. Wymore IV  
The Wymore Law Firm, PLLC  
1250 Capital of Texas Highway South  
Building Three, Suite 400  
Austin, Texas, 78746  
(512) 346-3600  
(866) 211-4235 fax  
[kent@thewymorelawfirm.com](mailto:kent@thewymorelawfirm.com)

Employee: Mr. Brenton Lewis  
20 Wilson Circle  
Woodcreek, Texas 78676

Notice given by personal delivery, courier service or mail will be effective upon actual receipt. Notice given by telecopier will be confirmed by appropriate answer back and will be effective upon actual receipt if received during the recipient's normal business hours, or at the beginning of the recipient's business day after actual receipt if received before the recipient's normal business hours. All notices by telecopier will be confirmed promptly after transmission in writing, email, by mail or personal delivery. Any party may change any address to which notice is to be given by giving notice as provided herein of such change of address.

6. Miscellaneous.

(a) Modification. This Agreement may be modified only by a writing executed by both parties.

- (b) Attorney's Fees. The prevailing party in any action to enforce or interpret the provisions of this Agreement shall be entitled to recover such party's reasonable costs and attorneys' fees.
- (c) Survival. Each covenant and/or provision in this Agreement shall be enforceable independently of every other covenant and/or provision, and further, in the event any covenant and/or provision of this Agreement is determined to be unenforceable for any reason, the remaining covenants and/or provisions will remain fully effective, binding and enforceable. If a court of law finds any covenant and/or provision of this Agreement overly broad and unenforceable, the court may modify the limits of the covenant and/or provision to render it enforceable. This Agreement shall survive the termination of Employees employment with the City and does not in any way restrict the right of the City to terminate Employees employment at any time and for any reason and is binding upon my heirs and legal representatives. In the event the City should consolidate, merge into another entity, or transfer substantially its assets or operations to another entity, this Agreement shall continue in full force and effect with regard to the surviving entity and may be assigned by the City. Employee may not assign his or her rights under this Agreement to any other person or entity.
- (d) Jurisdiction & Venue. This Agreement shall be governed by the laws of the State of Texas, and venue for any litigation arising out of this Agreement shall be in Hays County, Texas.
- (e) Non-Waiver. No breach of any provision hereof shall be deemed waived unless such waiver is in writing. Furthermore, any waiver of any breach shall not be deemed to be a waiver of any other breach of the same or any other provision hereof, nor shall such waiver constitute a continuing waiver.
- (f) Binding Nature & Effect. This Agreement will be binding upon Employee's heirs, executors, administrators and other legal representatives and will be for the benefit of the City.
- (g) Additional Employee Acknowledgements. Employee acknowledges and agrees to each of the following items:
- (i) Employee is executing this Agreement voluntarily and without any duress or undue influence by the City or anyone else;

- (ii) Employee has not been induced to enter into this Agreement by any representations, statements, warranties, or agreements other than those expressed in this Agreement.
- (iii) Employee has carefully read this Agreement. Employee has asked any questions needed to understand the terms, consequences and binding effect of this Agreement and fully understands them;
- (iv) Employee has sought the advice of an attorney of Employee's choice if Employee wanted to before signing this Agreement;
- (v) This Agreement embodies the entire understanding of the City and Employee concerning the matters addressed in this Agreement; and
- (vi) There are no other agreements or understandings, written or oral, in effect between the City and Employee relating to the subject matter of this Agreement.
- (vii) Employee agrees to execute any proper oath or verify any proper document required to carry out the terms of this Agreement.

8. Integration. The parties agree that this Agreement contains all representations on the subject matter of this Agreement made by one to the other and that any prior statement or agreements are merged in this Agreement. This Agreement supersedes and replaces any prior employment agreement, written or not, between the parties hereto.

**NOW THEREFORE**, the City and Employee execute this Agreement to be effective as of March 11, 2020.

**The City of Woodcreek**



By: Mayor Gloria Whitehead

**Employee**

