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## MEETING NOTICE

The Infrastructure and Mobility Panel of the City of Woodcreek, Texas will conduct a meeting at Woodcreek City Hall, 41 Champions Circle, Woodcreek, Texas. The meeting will be held on Monday, June 24, 2024 at 5:30 PM.

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

<https://zoom.us/j/91584894378?pwd=FCFMZsMhab2NdgXNY4SarSDMy0ovp8.1>

Meeting ID: 915 8489 4378; Passcode: 054760

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

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

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

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

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The City Council may retire to Executive Session any time during this meeting, under Texas Government Code, Subchapter D. Action, if any, will be taken in open session.

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

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

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

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

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# AGENDA

## CALL TO ORDER

## ROLL CALL and ESTABLISH QUORUM

## PUBLIC COMMENTS

## CONSENT AGENDA

- [1.](#) Approval of Regular Meeting Minutes From May 14, 2024.
- [2.](#) Approval of Special Meeting Minutes From May 21, 2024.
- [3.](#) Approval of Special Meeting Minutes From May 29, 2024.

## REPORTS FROM OFFICERS AND COUNCIL LIAISONS

## REGULAR AGENDA

4. Workshop Review, Finalization and Prioritization of Elements of Infrastructure and Mobility Panel Scope of Work.
5. Discuss and Take Action on Workshopped Items.
6. Discuss and Take Action on Review of Town Halls / Presentation.
7. Discuss and Take Action On A Road Maintenance and Budget Plan.

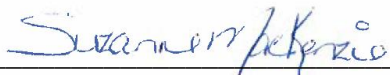
## ANNOUNCEMENTS

## ADJOURN

## POSTING CERTIFICATION

I certify that the above notice was posted on the **21st day of June 2024 at 4:00PM**

By: \_\_\_\_\_



**Suzanne J. MacKenzie, City Secretary**

# INFRASTRUCTURE AND MOBILITY PANEL MEETING (CITY HALL)

May 14, 2024; 5:00 PM  
Woodcreek, Texas

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## MINUTES

### CALL TO ORDER

Council Liaison Bailey Called the Meeting to Order at 5:00PM.

### ROLL CALL and ESTABLISH QUORUM

#### PRESENT

Panelist Craig Biggs  
Panelist Jay Gallaway  
Panelist Lydia Johns (*Arrived at 5:10PM*)  
Panelist Rogers Holt  
Panelist Jose Tormo

#### STAFF PRESENT

Suzanne MacKenzie, City Secretary

### PUBLIC COMMENTS

No Public Comment were offered.

### REGULAR AGENDA

1. **Approval of Regular Infrastructure and Mobility Panel Meeting Minutes From April 30, 2024.**

Motion was made by Member Gallaway approve the minutes from the April 30<sup>th</sup> meeting.  
Motion was seconded by Memer Biggs.

A roll call vote was taken.

Voting Yea: Panel Biggs, Panelist Gallaway, Panelist Johns, Panelist Holt, Panelist Tormo.

Motion Passed: 5-0-0

### REGULAR AGENDA

2. **Purpose of Today's Meeting.**  
Normal formation voting action was taken on this item.
3. **Introductions By Panel Members.**  
Members re-introduced themselves for Lydia Johns, post arrival.

#### 4. **Election of Chairperson and Vice-Chairperson.**

Motion was made by Member Holt was made to nominate Member Biggs to Vice-Chairperson. Motion was seconded by Member Tormo.

A roll call vote was taken.

Voting Yea: Panel Biggs, Panelist Gallaway, Panelist Johns, Panelist Holt, Panelist Tormo, Panel Biggs

Motion Passed: 5-0-0

Motion was made by Member Gallaway to nominate Member Holt as vice-president. Motion was seconded by Member Tormo.

Member Holt declined the nomination.

Motion was made by Member Holt to nominate Lydia Johns as Vice-President. Motion was seconded by Member Gallaway.

A roll call vote was taken.

Voting Yea: Panelist Holt, Panelist Tormo, Panel Biggs, Panel Biggs, Panelist Gallaway, Panelist Johns

Motion Passed: 5-0-0

#### 5. **Review of Formation Ordinance.**

Normal formation voting action was taken on this item.

#### 6. **Discuss and Take Possible Action To Establish Regular Meeting Schedule.**

Panel informally asked for a report from the City Manager.

#### 7. **Discuss and Take Possible Action To Establish A Date, Time and Meeting Place For A Public Town Hall Regarding The City's Drainage Projects.**

Motion was made by Member Biggs to schedule a Town Hall with enough time for the engineer to gather materials for a Public Meeting. Motion was made by Member Tormo.

A roll call vote was taken.

Voting Yea: Panelist Holt, Panelist Tormo, Panel Biggs, Panel Biggs, Panelist Gallaway, Panelist Johns

Motion Passed: 5-0-0

**ANNOUNCEMENTS**

- a) Regular Meetings are 2<sup>nd</sup> Tuesday of every month.
- b) Budget Allocations
- c) Special Meeting on May 21<sup>st</sup> at 2P with Freeland Turk Engineering for Project status and Town Hall ideas

**ADJOURN**

Council Liaison Bailey Adjourned the Meeting to Order at 5:45M.

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*Linnea Bailey, Council Liaison*

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*Suzanne MacKenzie, City Secretary*

DRAFT

**SPECIAL INFRASTRUCTURE AND MOBILITY PANEL MEETING  
(CITY HALL)  
May 21, 2024; 2:00 PM  
Woodcreek, Texas**

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**MINUTES**

**CALL TO ORDER**

Chairperson Biggs Called the Meeting to Order at 2:00PM.

**ROLL CALL and ESTABLISH QUORUM**

PRESENT

Chairperson Craig Biggs  
Vice-Chairperson Lydia Johns  
Panelist Jay Gallaway  
Panelist Rogers Holt  
Panelist Jose Tormo

STAFF PRESENT

Suzanne MacKenzie, City Secretary

**PUBLIC COMMENTS**

No Public Comment were offered.

Annotated announcement was made at the beginning by Chairperson Biggs, with no objections.  
(see below)

**REGULAR AGENDA**

**1. Workshop To Discuss Existing and Future Infrastructure and Mobility Panel Projects.**

Workshop Opened at 2:02PM.

Watched portions of the video from April 24, 2024, the presentation by Freeland Turk.

Workshop Closed at 3:20PM.

**2. Discuss and Take Possible Action To Establish A Date, Time and Meeting Place For A Public Town Hall Regarding The City's Drainage Projects.**

No formal voting action was taken on this item.

**ANNOUNCEMENTS** (Read at the beginning of the Meeting)

- a) Chairperson Biggs read an annotated announcement that City Manager Rule has left the City of Woodcreek.

**ADJOURN**

Chairperson Biggs Adjourned the Meeting at 3:20PM

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*Craig Biggs, Chairperson*

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*Suzanne MacKenzie, City Secretary*

DRAFT

**SPECIAL INFRASTRUCTURE AND MOBILITY PANEL MEETING  
(CITY HALL)  
May 29, 2024; 2:00 PM  
Woodcreek, Texas**

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**MINUTES**

**CALL TO ORDER**

Vice-Chair Johns Called the Meeting to Order at 2:00PM.

**ROLL CALL and ESTABLISH QUORUM**

PRESENT

Vice-Chair Lydia Johns  
Panelist Jay Gallaway  
Panelist Rogers Holt  
Panelist Jose Tormo

ABSENT

Chairperson Craig Biggs

STAFF PRESENT

Suzanne MacKenzie, City Secretary

**PUBLIC COMMENTS**

No Public Comment were offered.

**REGULAR AGENDA**

**1. Workshop with Freeland Turk.**

- a) Discussion of any engineering updates that relate to projects under the Infrastructure and Mobility Panel purview, listed on the Formation Ordinance.
- b) Discussion of potential drainage project within the City of Woodcreek.
- c) Discussion of materials that can be presented at a public Town Hall to the residents of the City.
- d) Discussion of Relevant Topics, Not Listed.

Workshop Opened at 2:01PM

Workshop Closed at 3:07PM.



**2. Discuss and Take Action On Items Presented During The Workshop.**

Motion was made by Panelist Gallaway to focus on the items of drainage control and traffic calming / safety for the Town Hall. Motion was seconded by Panelist Holt.

Amended motion was offered by Panelist Tormo to address pedestrian safety. No second was received.

A roll call vote was held.

Voting Yea:

Vice-Chairperson Johns, Panelist Gallaway, Panelist Holt, Panelist Tormo

Motion Passed: 4-0-0

**3. Discuss and Take Possible Action To Establish A Date, Time and Meeting Place For A Public Town Hall Regarding The City's Drainage Projects.**

Motion was made by Panelist Tormo that we establish the dates of either the 9<sup>th</sup> of July or the 11<sup>th</sup> of July from 6-9P, at the VFW for a public Town Hall regarding drainage and traffic calming projects. Motion was seconded by Panelist Gallaway.

A roll call vote was held.

Voting Yea:

Panelist Gallaway, Vice-Chairperson Johns, Panelist Holt, Panelist Tormo

Motion Passed: 4-0-0

**ANNOUNCEMENTS**

**ADJOURN**

Vice-Chair Johns Adjourned the Meeting at 3:20PM.

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*Lydia Johns, Vice-Chairperson*

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*Suzanne MacKenzie, City Secretary*