

---

## **MEETING NOTICE**

The Ordinance Review Committee of the City of Woodcreek, Texas will conduct a special meeting at City Hall, 41 Champions Circle, Woodcreek, TX. The meeting will be held on June 14, 2022 at 2:30 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 City Hall.**

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

<https://meetings.ipvideotalk.com/129767707>. 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:129767707.

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).

---

## **AGENDA**

### **CALL TO ORDER**

### **ROLL CALL AND ESTABLISH QUORUM**

### **PUBLIC COMMENTS**

Any citizen shall have a reasonable opportunity to be heard at any and all meetings of this 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 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

## CONSENT AGENDA

*All the following items are considered self-explanatory by the Governing Body's and may be acted upon with one motion. There will be no separate discussion of these items unless a Member or Citizen so requests. For a Citizen to request removal of an item from the Consent Agenda, a written request must be completed and submitted to the City Manager.*

1. Approval of Ordinance Review Committee Meeting Minutes from May 24, 2022

## REGULAR AGENDA

2. Report from City Manager Brenton Lewis on the History of the Woodcreek Code of Ordinances Followed by Discussion
3. Brief Training on City Website and Navigating the Code of Ordinances
4. Review of "Important Woodcreek City Ordinances" Document and Consider a Future Update and How to Direct Citizens to Document
5. Discuss and Take Action on Recommendation of City Council to Complete a Full Overview of Woodcreek Code of Ordinances

## ADJOURN

*The Governing Body 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 2nd day of June, 2022 at 3:40 PM.

By:   
Brenton B. Lewis, City Manager

**ORDINANCE REVIEW COMMITTEE**  
**May 24, 2022; 2:30 PM**  
**Woodcreek, Texas**

---

**MINUTES**

**CALL TO ORDER**

Council Liaison Debra Hines called the meeting to order at 2:30 PM.

**ROLL CALL AND ESTABLISH QUORUM**

**PRESENT**

Committee Member Emma Davenport  
Committee Member Carroll Wilson  
Committee Member Peg Wolfe  
Council Liaison Debra Hines

**ABSENT**

Committee Member Karen Duncan  
Alternate Committee Member David Lowe

**STAFF PRESENT**

City Secretary Suzanne Mac Kenzie  
Administrative Assistant Maureen Mele

**PUBLIC COMMENTS**

No public comments were offered.

**REGULAR AGENDA**

**1. Introductions**

Self-introductions were made.

**2. Election of Chairperson and Vice-Chairperson**

A motion was made by Member Wolfe for Member Wilson to serve as Chairperson. The motion was seconded by Member Davenport.

A roll call vote was held.

Voting Yea: Member Davenport, Member Wilson, Member Wolfe

The motion carried with a 3-0-0 vote.

A motion was made by Member Davenport for Member Wolfe to serve as Vice-Chair. The motion was seconded by Member Wilson.

A roll call vote was held.

Voting Yea: Member Davenport, Member Wilson, Member Wolfe

The motion carried with a 3-0-0 vote.

**3. Review Governing Ordinance**

Discussion was held and a reminder that the meetings will be in accordance with the Open Meetings Act.

**4. Introduction to Council Liaison and Description of Group Roles and Responsibilities**

The Council Liaison is City Councilmember Hines. She will act as a communicator between the Committee and the City Council. Councilmember Hines is not a voting member of the Ordinance Review Committee and will not be giving opinions but will act as a communicator to the City Council.

The Ordinance Review Committee can consider any and all ordinances and can request to add ordinances. All ordinance changes will be subject to approval by the City Council.

**5. Discussion and Take Appropriate Action on Future Meeting Schedule**

The committee consensus was to meet monthly on the first Tuesday of the month at 2:30 PM with extra meetings as needed. The next meeting will be held on Tues. June 7, 2022 at 2:30 PM at City Hall.

**ADJOURN**

The meeting was adjourned at 2:56 PM.

---

**Carroll Wilson, Chairperson**

---

**Suzanne Mac Kenzie, City Secretary**

# IMPORTANT WOODCREEK CITY ORDINANCES

Item 4.

Refer to complete Code of Ordinances at [www.woodcreektx.gov](http://www.woodcreektx.gov) for details – this list is not exhaustive).

## **Construction (§151)**

- Any building construction (i.e. fences, decks, expansions, sheds, walkways, roofs) requires City approval prior to construction. Applications may be obtained online.
- Construction hours are Monday – Saturday, 7 a.m. to 6 p.m.

## **Water Quality Protection (§50.37)**

- Maximum impervious cover allowed is 30.0% - impervious cover is everything which prevents water from infiltrating into the natural soil (i.e. driveways, decks, paving blocks, sidewalks, structures).
- Max impervious cover applies in the City and ETJ (Extra Territorial Jurisdiction).

## **Fences (§156.030, §156.057)**

- Fence materials **not** allowed are chain link, hog wire, barbed wire, mesh netting, rolled picket, and others.
- All fences require permits.

## **Lighting – Dark Skies (§156.041)**

- All lights shall be shielded to prevent light trespass or glare and to confine the light to the owner's property.

## **Traffic (§156.029 and §70:IV)**

- Vehicles must be parked in garages, driveways or parallel to the street with all wheels off the pavement.
- Vehicles not in operating condition may not be stored in open view for more than 7 days.
- Temporary parking of buses, commercial vehicles, trailers, boats, motor homes, RVs, campers, jet skis and the like is prohibited without a permit. Permits allow for no more than 7 days parking within a 30-day period.

## **Garage Sales (§156.060)**

- Garage or yard sales at any location must be separated by a minimum of 6 months and last no more than 3 days.
- Street signs for a garage or yard sale must follow the sign ordinances.
- Auctions are prohibited.

## **Signs (§152) and Right of Way Procedures (§152.26)**

- No unauthorized sign in any public right of way. No posting of signs on street signs, traffic-control signs, fire hydrants, fences, utility boxes, trees, telephone poles or any other structure in the City's right-of-way.
- Permits are needed for signs in a public right-of-way and may be obtained online. There is a limit of 72 hours of sign placement and a fee is involved.

## **Health and Sanitation (§95.05)**

- Prohibits long-term storage of construction materials and any open storage of junk, inoperable appliances, broken furniture or trash.
- Property owners must keep dangerous vegetation under 6 inches.

## **Animal Control (§90.0)**

- **Feeding of deer is strictly prohibited.**
- No unreasonable loud dog barking (defined as disturbing to a person in the vicinity of the dog).
- Dogs shall be kept under direct physical control of owners.
- No defecation may be left on any privately-owned lots or the golf course.
- Farm animals (for example chickens) or exotic animals may not be kept.

## **Fire Prevention (§93.18 and §94)**

- Open burning of wood, brush or trash is prohibited at all times.
- No fireworks are allowed without a permit.

## **Weapons (§96.05)**

- Discharge of weapons is regulated by §96.

## **Tree-Trimming or Pruning – Oak Wilt (§91)**

- Trimming of oak trees is prohibited from February 1 to June 30. Trimming of other trees is permitted year around. A no-cost permit is required for any tree trimming.
- Specific painting procedures are required when trimming oak trees.
- Citizens must report suspected or confirmed cases of oak wilt.

## **Rentals (§156.062)**

- Short-term rentals of your home are only permitted in zoning district SF-4.

## **Residential Business**

- Any in-home business must comply with §156.061 and §156.80.