
MEETING NOTICE

The Comprehensive Plan Advisory Workgroup 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 May 17, 2022 at 9:00 AM. All attendees are encouraged to wear face coverings when a minimum of six-foot social distancing cannot be maintained.

The public may watch this meeting live at the following link: <https://meetings.ipvideotalk.com/139547006>. 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:139547006.

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

PUBLIC COMMENTS

Any citizen shall have a reasonable opportunity to be heard at any and all meetings of the Comprehensive Plan Advisory Workgroup 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 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 Council and may be acted upon with one motion. There will be no separate discussion of these items unless a Councilmember or Citizen so requests. For a Citizen to request removal of an item from the Consent Agenda, a written request must be completed and submitted to the City Manager.

1. Approval of Comprehensive Plan Advisory Workgroup Meeting Minutes from May 3, 2022

REGULAR AGENDA

2. Discuss and Take Appropriate Action on the Principles of Implementation which Include: Timelines, Benchmarks and Responsibilities
3. Focus Group Session to Meet and Develop Their "Goals and Objectives." Each Focus Group should Create Goals Relevant to Their Area of Responsibility Including Objectives, Actions, and Benchmarks. Return to Meeting and Report on Focus Group Actions
4. Discuss and Take Appropriate Action on Formatting Pages for the Comprehensive Plan
5. Discuss and Take Appropriate Action on an Acknowledgment Page
6. Discuss and Take Appropriate Action on an "How Woodcreek's Plan Was Created" Page
7. Discuss and Take Appropriate Action on the Future Meeting Schedule

ADJOURN

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 11th day of May, 2022 at 2:35 PM.

By: 
Brenton B. Lewis, City Manager

PRINCIPLES OF IMPLEMENTATION

Partnership Driven

The actions within this Comprehensive Plan will require multiple partnerships to be successful. Citizens of Woodcreek are the most important partners and the City's role will be to engage their commitment and participation in the design and implementation of the plan strategies. This will be accomplished through frequent communication, including social media avenues; town halls; public events; and appointment of qualified citizens to Boards, Committees, and workgroups relevant to the goals of this Plan.

Those who share the Wimberley Valley with the City of Woodcreek will play a part in the implementation of this Plan. The City's role will be to bring these partners together and to create a common vision for the future of Woodcreek and the Wimberley Valley.

Balancing Needs with Resources

In some cases, the needs or wishes of the citizens of Woodcreek may exceed the resources available. It may be necessary to adjust expectations as well as set priorities for the needs of the community. The City will maintain open channels of communication and will work to achieve those goals that benefit the entire Woodcreek community.

Fiscal Responsibility

The goals and objectives in the Comprehensive Plan impact the City's financial resources as well as the overall functions of the City. Implementation of those goals and objectives must recognize the financial condition of the City and protect the community from negative consequences. The use of taxpayer-funded revenues must result in significant public benefit to the entire Woodcreek community and promote the vision and future of Woodcreek.

Focused Implementation

The following table identifies benchmarks for the Comprehensive Plan. Benchmarks, target measurement, baselines, and current baselines are included. These priorities and timelines will be evaluated on quarterly or semi-annual schedule and may be modified as new opportunities or challenges occur in the future.

Benchmark	Baseline	Current Status	Target Measure
Repair all roads ⁱ	XX miles of roads needing updates or repairs/replacement	Woodcreek/Brookhollow Repaired/Replaced	xx miles of roads completed by 2030

Implementation of the Comprehensive Plan is the primary responsibility of the City’s Planning & Zoning Commission in coordination with the City Council. The Planning & Zoning Commission shall develop a schedule for review of benchmark achievement – on a frequency of 1 review per fiscal year quarter.

The Planning & Zoning Commission shall work with the parties responsible for implementation to assist as necessary.

The Planning & Zoning Commission shall report progress to the City Council on a quarterly basis, including making recommendations for updates or changes to the Comprehensive Plan.

Funding Mechanisms

The City of Woodcreek is primarily a residential community and its funding is based on ad valorem taxes of residential property. In addition to ad valorem taxes, the City receives income from franchise agreement fees, but sales tax revenue is very limited.

There are few opportunities for commercial development within the city limits of Woodcreek, but land in the Extra Territorial Jurisdiction (ETJ) is suitable for such development offering additional sales tax capacity for the City.

There are some additional funding opportunities that may be available to Woodcreek to support the goals and objectives of the Comprehensive Plan. Exploring these opportunities should be a part of the Plan’s Implementation Plan.

ⁱ These are illustrations not actual benchmarks or action.

GOALS AND OBJECTIVES

Introduction

Goals and objectives are **used to provide a framework for the implementation of the Comprehensive Plan.**

Each plan element contains a goal. For this Comprehensive Plan, each we have identified four essential components:

1. Natural Systems
2. Physical Systems (Infrastructure)
3. Fiscal Systems (fiscal discipline)
4. Land Use

Each plan element should be organized in a hierarchal fashion designed to achieve the desired outcome for the future of Woodcreek. The recommended order for listing these in the Comprehensive Plan would be:

1. Land Use
2. Physical Systems
3. Natural Systems
4. Fiscal Systems (Fiscal Discipline and Administration)

Definitions

- **Goal:** The desired outcome for an element
 - **Example:** Goal 1: Evaluate existing and future needs for capital improvements and infrastructure throughout the City and develop schedule and budget to address needs.ⁱ
- **Objective:** A statement or policy that work towards achievement of the goal. A goal may have one or more objectives as in the case of Goal.
 - **Example:**
 - Objective 1.1: Upgrade collector roads by 2022 and all roads by 2030
 - Objective 1.2: Address vehicular traffic concerns around volume, speed, and noise; to increase safety to pedestrian and bicycle traffic; in order to preserve the essentially residential nature of Woodcreek.
- **Strategies or Actions:** Specific steps to reach the objective. The strategies or action items must be specific enough to include a recommended timeframe for implementation, identify agencies or individuals responsible for implementation, and an estimated cost or budget. ⁱⁱ
 - **Example:**

CP GOALS AND OBJECTIVES
 DRAFT FOR DISCUSSION
 May 17, 2022

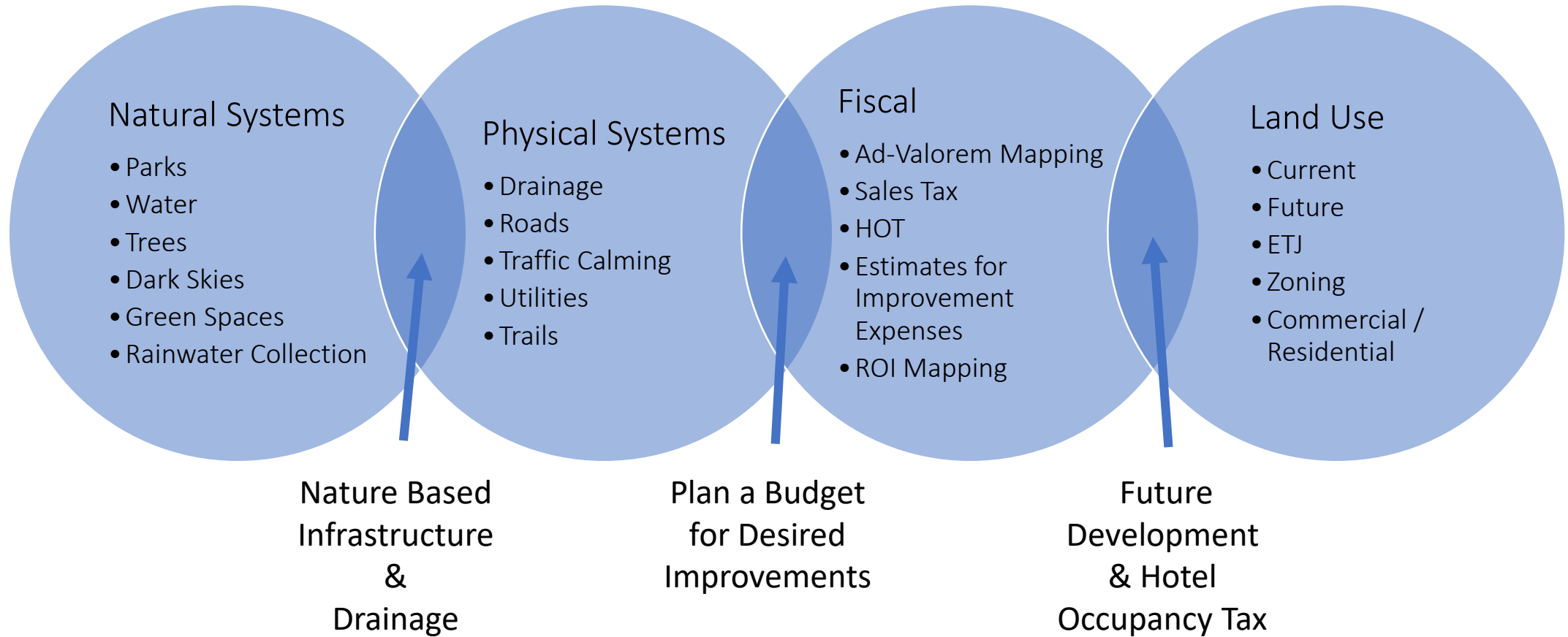
- Strategy 1.1.1: (Relevant to Objective 1.1): Improve existing asphalt road surfaces. Collector roads will be prioritized first (Woodcreek Drive, Brookhollow Drive, Brookmeadow Drive, Augusta Drive, and Champions Circle)
- Strategy 1.2.1: Consider ways to reduce cut-through traffic. Strategy 1.2.2: Work with Camp Young Judaea to create new entrance for truck and bus access. Strategy 1.2.3: Research and adopt traffic calming measures. (These are relevant to Objective 1.2)
- **Benchmarks:** A benchmark is a target measure toward which the objectives and actions are working toward. It measures progress toward achieving the goal over time. The Vision 2030 Plan for the Woodcreek included benchmarks, although there were no additional steps to check progress.

Key Actions Management

Action #	Recommendation	Responsibility	Potential Cost Range	Need for Action	Timeframe
Obj 1.1	Upgrade collector roads by 2030	Platinum Panel, City Council, Citizens	\$6-8 Million	To improve street conditions and safety	FY 2023-29 ⁱⁱⁱ

ⁱ From the 2030 Vision Plan, City of Woodcreek
ⁱⁱ The 2030 Vision Plan for the City of Woodcreek included recommended timeframes for implementation but did not include estimates of cost or budget.
ⁱⁱⁱ This is just for example – dates, cost information and timeframes are for illustration only

COMPREHENSIVE PLAN FOCUS GROUP OVERVIEW



Current Volunteers
 Natural: Justin & Jason & Pat
 Physical: Diane & PLATINUM PANEL
 Fiscal: Aurora, Tomas, Brenton
 Land Use: Lydia & Debra & Brandon
 (from K.Friese) & Bill & Jerry

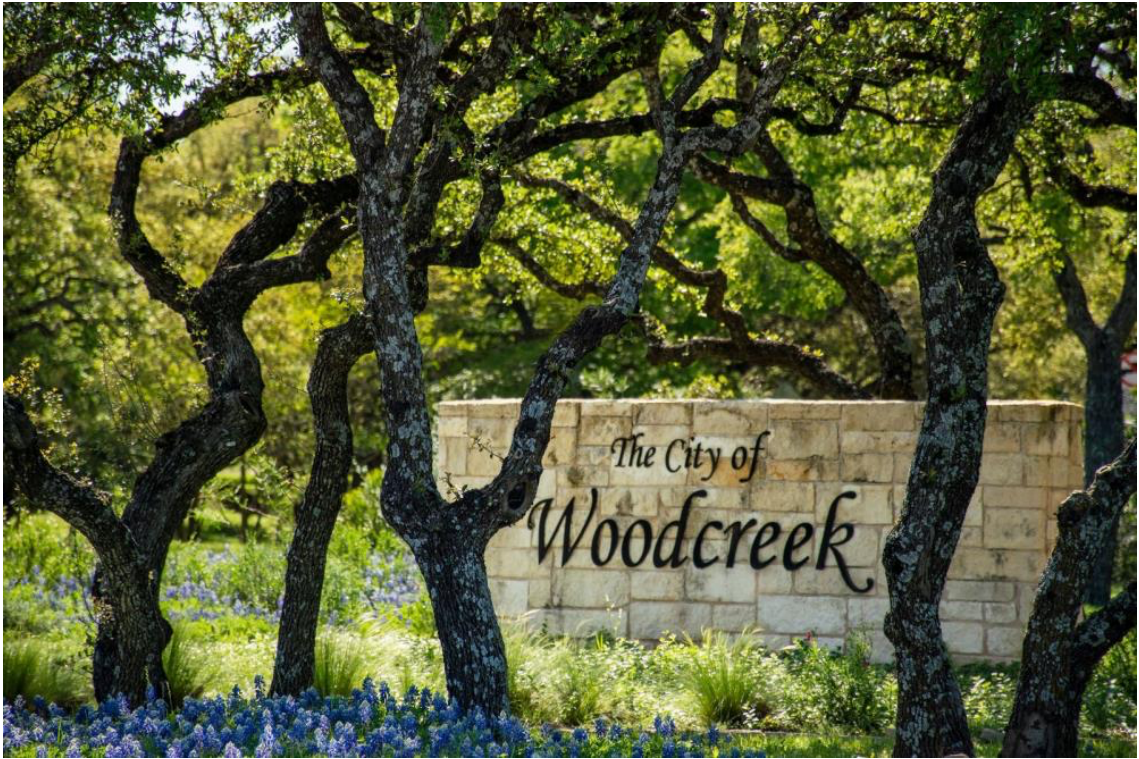
GOAL: Conduct 2-4 meetings to research and develop writing for this portion of the Comprehensive Plan (Can be held at City Hall or a location of your choosing).

NEED: Volunteers from the Workgroup to assist in leading these areas.

PLAN: Put out a call for citizens to contribute by either attending meetings or taking mini surveys and you can reach out to friends and neighbors personally.

Focus Group Guidelines

- ❖ Choose in-person or “zoom” meeting dates and create a plan of action with a clear timeline.
- ❖ Decide how to gather respondents and responses:
 - In person meetings?
 - Online surveys
 - Invite via official City communications
 - Social media
 - Word-of-mouth and friends/neighbors
 - GOAL: Gather significant and widespread input
- ❖ Review Comprehensive Plan survey:
 - Identify areas of the survey that address your focus group topics
 - Document frequency and content of open comments referencing your topics
 - Discuss trends that appear
 - Compile these findings in a document to be shared.
 - Consider: Are there gaps in this information?
 - Ask: What more do we need to know?
 - GOAL: Formulate guiding questions and a plan of action for citizen input
- ❖ Gather citizen input via surveys, “zoom,” and/or in-person focus group meetings:
 - Present your discoveries from the Comprehensive Plan Survey analysis
 - Present your guiding questions
 - Collect data and synthesize
 - Compile these findings in a document that can be shared.
 - GOAL: Develop a narrative on your focus group topics (and subtopics)
- ❖ Address Current Conditions and Future Vision:
 - Begin drafting portions of the Comprehensive Plan
 - Address: What are the current conditions for your focus group topic?
 - Establish: What is the future vision plan as expressed in citizen feedback?
 - Identify: What objectives should the City establish in order to accomplish citizen goals?
 - GOAL: Draft subsections of the Comprehensive Plan in relation to the focus group topic.
 - This draft can be written paragraphs or just a collection of bullet points.



*City Of Woodcreek
Comprehensive Plan
2022*

Vision Statement

Nestled amid the unique Texas Hill Country, the City of Woodcreek is a growing, family-oriented community tucked around an 18-hole golf course, with an inherent dedication to celebrating natural beauty and the culture of the surrounding area. Citizens seek to preserve the peaceful, rural feel of this community through sustainable land management, responsible planning, quality infrastructure management, and thoughtful development practices. Residents chose Woodcreek as home for its safety, convenient location, recreational opportunities, and high quality of life. Intentional communication and community spirit will preserve Woodcreek’s enduring charm.

Background

A comprehensive plan is a policy document that establishes a community’s aspirations and lays out a road map to achieve those goals. The core philosophy of the Woodcreek Comprehensive Plan, as directed by the citizen survey, will be to preserve the character of Woodcreek and its quality of life for residents. The tenets driving the plan are to promote a sense of community; to preserve and protect our natural beauty and wealth of resources; and to ensure that the rural character of Woodcreek carries on even as the Wimberley Valley experiences unprecedented growth.

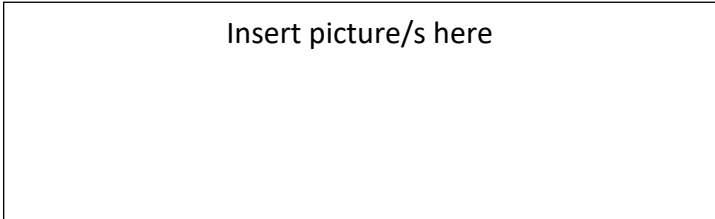


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Insert picture/s here

Acknowledgements

We would like to acknowledge the many individuals who gave a significant amount of their time and energy to present this comprehensive plan for the City of Woodcreek. Our city staff provided answers to questions and vital information as this plan came together. A compilation of survey responses, citizen input and suggestions, this comprehensive plan sets forth the preservation of the natural beauty and provides a vision of future improvements for our growing city.



City Council

Jeff Rasco, Mayor
Aurora LeBrun, Mayor Pro-Tem
Judy Brizendine, Councilmember
Chrys Grummert, Councilmember
Debra Hines, Councilmember
Brent Pulley, Councilmember

City Administration

Brenton Lewis, City Manager
Suzanne Mac Kenzie, City Secretary
Maureen Mele, Administrative
Assistant
Joe Tijerina, City Inspector

Comprehensive Plan

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Debra Hines, Co-Chair
Diane Stewart, Vice-Chair
Justin Camp
Lydia Johns
Jerry Moore
Tomas Palm
Greg Posey
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Tomas Palm, Commissioner
Chris Sonnier, Commissioner
Carson Bledsoe, Alt. Commissioner
Josh Erwin, Alt. Commissioner

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Cody Abney
Ruth Ann Gilbert
Jane Little
Elizabeth Maurer

SAMPLE “HOW WOODCREEK’S PLAN WAS CREATED “ PAGE

HOW BUDA 2030 WAS CREATED

Creating a comprehensive plan is a result of an extensive process involving analysis of existing conditions, engaging the public for their input, and developing recommendations and a draft report. There were four periods in the process of developing Buda 2030:

1. **Existing Conditions and Trends Analysis** - The Planning Team³ worked with City departments, regional agencies, key stakeholders, and interest groups to conduct an initial inventory of the existing conditions and review trends and projections of growth in Buda and the surrounding area. This process established a baseline from which to frame recommendations. It included reviewing and summarizing existing and recently completed planning documents, data collection, and exploring the Buda community and its environment.
2. **Public Engagement** - This component of the process really extended throughout the entire planning effort. Early in the process, an advisory committee (CPAC) was established to guide the effort. City Council selected a representative from each of the City's citizen boards, residents of the city, a local business owner, and a representative from Council. Overall, the CPAC had 14 members representing a broad range of input. Throughout the planning process the CPAC met 10 times to review input and existing conditions, develop ideas, and provide guidance to the Planning Team in creating Buda 2030.

A project website was established early in the process to keep those interested informed of the progress of creating Buda 2030, including posting of presentations and draft documents. Residents could subscribe to the site to receive automatic updates to the website, such as notifications of upcoming meetings. This website received over 2,000 hits over the year.

³ The Planning Team consisted of the City's Assistant City Manager, Planning Director, and consultants that were hired to develop the Comprehensive Plan.

In addition, there were opportunities for the public to provide input. A citizen survey was also available both by mail as well as on the Internet that asked Buda's residents to identify the things they love about Buda, the things that need improvement, and their priorities for the future of Buda.

There was also a series of public workshops and presentations through which residents of Buda could provide input on the formation of the comprehensive plan.

3. **Developing and Reviewing Recommendations and Plan Report** - With ideas and input from residents and a baseline analysis of the current state of Buda, draft goals, objectives, and recommendations were formed for each of the plan elements. These recommendations went through a series of reviews by City staff, the advisory committee, and the public.
4. **Plan Adoption** - Once the recommendations were vetted by the community, the report and recommendations for implementation were taken through the political process for approval. This included a presentation and public hearing to both the Planning Commission and City Council, and adoption by City Council.



Comprehensive Plan Workgroup Schedule

All meetings will occur at **9AM** at **CITY HALL**

Tuesday, May 17

Tuesday, May 31

Tuesday, June 14

FOCUS GROUPS:

Individually determined.

City Hall can be available upon request