



REGULAR TREES & PARKS BOARD MEETING
October 15, 2025; 4:30 PM
WOODCREEK CITY HALL - 41 CHAMPIONS CIRCLE

MEETING NOTICE

The public is invited and welcome to attend all meetings of the City of Woodcreek Trees & Parks Board. If you would like to stream this Trees & Parks Board meeting live, please request the link by 12:00pm the day before the scheduled meeting [by emailing woodcreek@woodcreektx.gov](mailto:woodcreek@woodcreektx.gov). A video recording of the meeting will be made available to the public on [the city's website: https://www.woodcreektx.gov](http://www.woodcreektx.gov), usually within 48 hours.

MEETING AGENDA

CALL TO ORDER

ROLL CALL And ESTABLISH QUORUM

PUBLIC COMMENTS

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

Submit written comments by email to The City of Woodcreek by 12:00 noon, the day prior to the meeting. Please include your full name, home or work address, and the agenda item number.

PROCLAMATIONS AND PRESENTATIONS

CONSENT AGENDA

1. **Approve Trees And Parks Board Meeting Minutes From September 17, 2025.**

Documents:

REPORT FROM COUNCIL LIAISON

REGULAR AGENDA

- 1. Workshop On Master Parks Plan.**
- 2. Discuss And Take Possible Action Regarding The Master Parks Plan.**
- 3. Workshop On The November 9, 2025 Tree Giveaway.**
- 4. Discuss And Take Possible Action On The November 9, 2025 Tree Giveaway.**
- 5. Discuss And Take Possible Action On The Possible Dog Park In Woodcreek, Texas.**

CONSIDERATIONS FOR AGENDA ITEMS FOR NEXT REGULAR MEETING

ANNOUNCEMENTS

ADJOURN

The City of Woodcreek is committed to compliance with the Americans with Disabilities Act. Reasonable modifications and equal access to communications will be provided upon request. Please call the City Secretary's Office at [512-847-9390](tel: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](tel:1-800-735-2988).

EXECUTIVE SESSION NOTE: The Trees & Parks Board may adjourn into Executive Session to consider any item listed on this agenda if a matter is raised that is appropriate for Executive Session discussion. An announcement will be made of the basis for the Executive Session discussion. The Trees & Parks Board may also publicly discuss any item listed on the agenda for Executive Session.

POSTING CERTIFICATION

IT IS HEREBY CERTIFIED that the foregoing agenda has been posted on the outdoor Notice Board of Woodcreek City Hall at 4:00 PM on the 9th day of October, 2025.

By: _____
Kari Lebkuecher, City Secretary

TREES & PARKS BOARD MEETING (CITY HALL)

September 17th, 2025: 4:30 PM

WOODCREEK CITY HALL – 41 CHAMPIONS CIRCLE

MINUTES

CALL TO ORDER: Call to order at 4:33PM

ROLL CALL and ESTABLISH QUORUM

PRESENT

Chairperson Jacob McElroy

Vice Chairperson Bill Drumwright

Secretary Shannon Suberbielle-Claussen

Board Member Judy Newton

Board Member Linda Swedberg

PUBLIC COMMENTS

No Public Comments Were Offered

CONSENT AGENDA

- 1. Approval of Trees and Parks Board Minutes from August 20th, 2025.
A motion was made by Member Judy Newton to approve the August 20th Minutes. Vice Chair Bill Drumwright seconded the motion.**

Voting Yea; All Members of the Board

Motion Passed 5-0-0

REPORT FROM COUNCIL LIAISON

Mayor Jeff Rasco relayed that all Board and Committee Members must submit in writing to City Staff as to whether they would like to stay on their respective board or

committee or leave before December 2025. Any new persons can submit an application for any open spots by December.

Also, landscape companies need contacting by a member of the Board. City Manager is waiting on recommendations to contact and present to council.

Mayor Rasco relayed information on regular outdoor music concerts at the Triangle. The Trees and Parks Board would collaborate with Community Relations Committee on a variety of musical acts and genres.

Mayor Rasco also relayed that council brought forward a Resolution to create a parkland fund. Once all bills are paid, 3% of unallocated funds will continue to accrue to be used towards acquiring or improving parks and greenspace.

Lastly, the Watershed Association is possibly hosting a working, educational workshop on November 8th, 2025 at Triangle Park. Workshop includes ways to conserve water and native planting around Gazebo.

REGULAR AGENDA:

1. Discussion and Possible Action Regarding Beautification Of The Rainwater Tank By Gazebo At Triangle Park.

A Motion was made by Member Linda Swedberg that the water tank in Triangle Park be painted a sage green with the option of adding the Woodcreek Parks Logo at any time. Member Judy Newton seconded the motion.

Voting Yea: 4 Members of the Board

Voting Nay: 1 Member of the Board

Motion passed 4-1-0

2. Discussion and Take Appropriate action on Moving Forward With New Tree Planting At Brookmeadow And Shady Grove, Per Council's Recommendation.

A Motion was made by Chairperson Jacob McElroy to direct City Staff to acquire a Mexican Sycamore Tree to plant at Brookmeadow and Shady Grove.

Member Linda Swedberg Seconded the Motion.

Voting Yea: All Members of the Board

Motion passed 5-0-0

3. Workshop for Tree Giveaway.

Details on where to purchase trees, raffle items, food, educational speakers, donations and moving the giveaway to a new location was discussed.

Entered: 5:33 PM

Exited: 6:20 PM

4. Discussion and Possible Action on November Tree Giveaway.

A Motion was made by Chairperson Jacob McElroy to seek Council's approval to Have Two Educational components, New location at City Hall, Three Speakers and Purchase up to 75 trees not to exceed \$500 for the November 9th Tree Giveaway. Motion was seconded by Vice Chairperson Bill Drumwright.

Voting Yea: All Present Members of the Board

Motion Passed 4-0-0

5. Discussion and Possible Action To Request Council's Approval of Hiring A Landscape Company Focusing on Native Plants In the City's parks, Not to Exceed \$6,000 From The Trees And Parks Board 2025-2026 Budget, And Request Staff To Request Bids For The Services.

A Motion was made by Chairperson Jacob McElroy to notify City Staff that a subcommittee consisting of Member Judy Newton and Vice Chairperson Bill Drumwright, was created to petition to find vendors for hire by October's Trees and Parks Board Meeting.

Motion was seconded by Secretary Shannon Suberbielle-Claussen.

Voting Yea: All Present Members of the Board.

Motion Passed: 4-0-0

6. Discussion and Possible Action On Recommendations For Council On Creating A Dog Park Within The city of Woodcreek.

A Motion was made Vice Chairperson Bill Drumwright to table this item for further information and discussion. Chairperson Jacob McElroy seconded the motion.

Voting Yea: All Present Members of the Board

Motion Passed: 4-0-0

CONSIDERATIONS FOR AGENDA ITEMS FOR NEXT REGULAR MEETING

ANNOUNCEMENTS

ADJOURN

Meeting adjourned at 7:07 PM

BY: _____

Shannon Suberbielle-Claussen, Secretary

ATTEST: _____

Jacob McElroy Chairperson