



REGULAR TREES & PARKS BOARD MEETING
June 18th, 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](https://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](mailto:woodcreek@woodcreektx.gov) by 12:00 noon, the day prior to the meeting. Please include your full name, home or work address, and the agenda item number.

CONSENT AGENDA

1 Approve Minutes From April 14th, 2025 Meeting

Documents:

REPORT FROM COUNCIL LIAISON

REGULAR AGENDA

- . **2 Discuss And Take Possible Action Educating The Public On Trees In Woodcreek.**
- . **3 Discuss And Take Possible Action On Parks Master Plan.**
- . **4 Discuss And Take Possible Action On Tree Care For Our Newly Planted Trees In Various Places Around The Neighborhood.**
- . **5 Discuss And Take Possible Action Regarding Areas In Woodcreek For Wildscaping That Encourages Insects, Birds, Bees And Butterflies.**
- . **6 Workshop On Our Trees And Parks Binders Including A Possible Mission Statement And Continuing Education For Trees And Parks Board.**
- . **7 Workshop On Budget For The 2025-2026 Fiscal Year.**

Documents:

[Parks Board 2024-2025.pdf](#)
[Parks Board 2024-2025.pdf](#)

- . **8 Discussion & Possible Action On Budget For The 2025-2026 Fiscal Year.**

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 AM/PM on the 13th day of June, 2025.

By: _____

Taffy Barker, City Clerk

Trees and Parks Board Meeting (City Hall)

April 14th, 2025

Woodcreek, Texas

CALL TO ORDER

Chair Jacob McElroy called the meeting to order at 4:32PM.

ROLL CALL AND ESTABLISH QUORUM

PRESENT

Chairperson - Jacob McElroy
Vice-Chairperson - William Drumwright
Secretary - Shannon Suberbielle-Claussen
Board Member - Judy Newton
Mayor - Jeff Rasco

PUBLIC COMMENTS

No Public Comments were offered

CONSENT AGENDA

1. Approval of minutes from March 13th, 2025 Trees and Parks Board Meeting

A motion was made to approve the minutes from March 13th, 2025 by Chair Jacob McElroy and seconded by Board member Judy Newton
Motion passed 4-0-0.

NEW BUSINESS

1. Discussion regarding Parks Master Plan

No formal voting action was taken on this item. Board to review Parks Master Plan and revisit in meetings with goal to have final report in 6 months.

2. Discussion and possible action on name change of Trees and Parks Board to Parks and Trees Board.

A Motion was made by Board Member Shannon Suberbielle-Claussen to change the name of the Trees and Parks Board to Parks and Trees Board. Seconded by Bill Drumwright.

Motion passed by show of hands 4-0-0.

3. Workshop to discuss future plans and ideas for the Trees and Parks Board.

Workshop begins at 4:48 PM
Proposal for Art displays
Exercise Equipment
Proposal for Music in the park (Triangle).
Community picnic
Movie night
ADA Compliant tables need to be moved (1 at Augusta)
Continue with tree giveaways
Tree planting on city within city parks and property
Landscaping

Tree Lighting/ Luminaries
Dog Park
Rain Barrels (Learn it Lunch) Possibly with Aqua Texas
Annual Tree Inspection
Workshop ended at 5:39 PM

4. Discussion and possible action on future plans and ideas for Trees and Parks Board

No immediate action taken on items generated from workshop.

ANNOUNCEMENTS

The next Tree and Parks Board Meeting will be held on Wednesday May 21st at 4:30 PM.

ADJOURN

Chairman Jacob McElroy adjourned the meeting 5:42 PM.

BY: _____
Jacob McElroy, Chairperson

ATTEST: _____
Shannon Suberbielle-Claussen, Board Secretary

Post Date	Transaction Date	Transaction ID	Description	Vendor	Invoice #	Payment	Debit	Credit	Balance	memo
05/01/2025	05/01/2025	Void AP Invoice-1039	*VOID* Arbor Day Event	Laura Greene	1		\$0.00	\$200.00	\$3,225.06	
04/10/2025	04/10/2025	AP Invoice-1013	Arbor Day Event	Laura Greene	1	13925	\$200.00	\$0.00	\$3,425.06	
04/09/2025	04/09/2025	AP Invoice-1010	Arbor Day Event	Laura Greene	1	13920	\$200.00	\$0.00	\$3,225.06	
03/19/2025	03/19/2025	AP Invoice-969	Toilet for arbor day	Leinneweber Services	134974	13898	\$210.00	\$0.00	\$3,025.06	
03/10/2025	03/10/2025	AP Invoice-962	Reimbursement Biodiversity Sign	Rebecca H Denton	1584	13886	\$38.16	\$0.00	\$2,815.06	
11/26/2024	11/26/2024	AP Invoice-794	Digging holes for planting	Rebecca H Denton	1114-11/21/22024	13777	\$75.00	\$0.00	\$2,776.90	
11/26/2024	11/26/2024	AP Invoice-794	Plants for Monarch Weigh Station at Augusta Park	Rebecca H Denton	1114-11/21/22024	13777	\$98.89	\$0.00	\$2,701.90	
11/18/2024	11/18/2024	AP Invoice-786	plants for Augusta Park	Rebecca H Denton	111224	13763	\$184.84	\$0.00	\$2,603.01	
10/31/2024	10/31/2024	AP Invoice-764	Ice & Water	Bob Hambrick	Spooktacular 2024	13744	\$31.24	\$0.00	\$2,418.17	
10/25/2024	10/25/2024	AP Invoice-761	SpookTacular Toilets & handwashing station	Leinneweber Services	130461	13738	\$510.00	\$0.00	\$2,386.93	
10/25/2024	10/25/2024	AP Invoice-761	Boy Scout Project	VISA	1466 240909-1009	13740	\$471.24	\$0.00	\$1,876.93	
10/25/2024	10/25/2024	AP Invoice-761	Spooktacular Bounce houses	VISA	1466 240909-1009	13740	\$1,950.29	\$0.00	\$1,405.69	
10/25/2024	10/25/2024	AP Invoice-761	Tax Credit Wimb gardens Credit Jeff Air B&B	VISA	1466 240909-1009	13740	\$0.00	\$544.60	-\$544.60	

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