

## City of Woodcreek Regular City Council Meeting

May 8, 2019; 6:30 p.m.

Woodcreek, Texas

### Minutes

1. **Call to Order**
2. **Invocation**
3. **Pledge of Allegiance:**
  - A. **To the Flag of the United States of America**
  - B. **To the Flag of the Great State of Texas**
4. **Roll Call. Present:** Mayor William P. Scheel, Mayor Pro-Tem Nancye Britner, Councilmember Aurora LeBrun, Councilmember Ray Don Tilley, Councilmember Cyndi Jackson, Councilmember Eric Eskelund, City Manager Brenton B. Lewis, Woodcreek Attorney Casandra Cascos Ortiz, City Secretary Linda Land  
**Absent:** Director of Public Works Frank Wood
5. **Public Comments:**

Danny Ross – Camp Young Judaea – Thanked Mayor, City Council and ex-Councilmember Brizendine for assisting with Fun Day

Jake Jacobson – Thanked property owner on Brookneadow who removed brush; Parking citation complaint; Water storage concern; Storage building masonry

Susan Rigby – Petition from property owners in Hillcroft subdivision explaining that they have no desire to be annexed by the City of Woodcreek

Jane Little – Complimented the Parks & Recreation Master Plan; Encouraged traffic enforcement and traffic calming

Monica Rasco – Traffic concerns

Brent Pulley – Congratulated Judy Brizendine; Traffic concerns
6. **Citizen Communications:** Petition – Woodcreek Traffic and Safety Alliance
7. **Presentations:**
  - A. Recognition of Judy Brizendine, former City Councilmember
  - B. Recognition of Abby Adams and Rowan Zavaleta, Youth Advisors for the Parks & Recreation Board
8. **Report Items:**
  - A. Director of Public Work's Monthly Report (Director of Public Works Frank Wood) – presented by City Manager Lewis
  - B. Financial Report for April 2019 (City Manager Lewis)
  - C. City Manager's Monthly Public Report (City Manager Lewis)
  - D. Council Responsibilities Reports
    - i City Hall (Mayor Scheel)
    - ii Planning & Development (Councilmember LeBrun)
    - iii Public Safety (Mayor Pro-Tem Britner)
    - iv Communications (Councilmember Tilley)
    - v Community Affairs (Mayor Scheel)
    - vi Infrastructure (Councilmember LeBrun)
    - vii Parks and Recreation (Councilmember Tilley)
    - viii Executive/Administrative (Mayor Scheel)

- 9. 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.**

- A. Approval of the Minutes of the City Council Meeting of April 10, 2019.
- B. Approval of Financial Statements for April 2019

Mayor Pro-Tem Britner moved to amend the Minutes with the correction to the Roll Call. The motion was seconded by Councilmember Tilley, which passed with a vote of 5-0-0. Mayor Pro-Tem Britner moved to accept the Consent Agenda in its entirety. The motion was seconded by Councilmember Eskelund, which passed with a vote of 5-0-0.

**10. Regular Agenda:**

- A. **Public Hearing on the Proposed City of Woodcreek 2030 Comprehensive Plan, Goals, Objectives, and Strategies.**  
**Open: 7:38 PM** No speakers.  
**Closed: 7:39 PM**  
After discussion, no action was taken.
- B. **Discussion and Possible Action Regarding the City of Woodcreek 2030 Comprehensive Plan, Goals, Objectives, and Strategies.** Councilmember Jackson withdrew the item from consideration to allow time to review more information.
- C. **Update on Mayor and City Council Duties and Responsibilities.** Mayor Scheel explained that Councilmember Eric Eskelund would take Judy Brizendine's place on Council Responsibilities. Councilmembers Jackson and Tilley objected.
- D. **Discussion and Take Appropriate Action on the Possible Modifying of the Guardrail Fencing at the Northwest Side of the Box Culverts on Brookhollow Drive.** Tom Gillespie explained his concerns about recent construction on Brookhollow Drive that affected his property. After discussion, Councilmember Tilley made a motion to have the engineer run the calculations for addressing all three ends that remain. The motion was seconded by Councilmember Jackson. After further discussion, Councilmember Tilley clarified the motion to have the engineer provide an accurate estimate for the three ends that have not been shortened and provide a report by the next city council meeting. After further discussion, the motion passed with a vote of 5-0-0.
- E. **Discussion and Take Appropriate Action to Adopt a Parks & Recreation Master Plan for the City of Woodcreek.** After discussion, Councilmember Tilley moved to adopt the Parks & Recreation Master Plan for the City of Woodcreek. The motion was seconded by Mayor Pro-Tem Britner. After more discussion, the motion passed with a vote of 5-0-0.
- F. **Review, Discussion, and Take Appropriate Action on the Council Action from the September 12<sup>th</sup>, 2018 Regular Council Meeting Regarding Possible Traffic Calming Devices.** Councilmember LeBrun withdrew the item to wait for more data from traffic studies.

- G. Discussion and Possible Action on Creation of a Committee to Review Traffic Calming Measures.** Councilmember Jackson withdrew the item to allow time to work with other groups.
- H. Discuss and Take Appropriate Action on Possible Traffic Calming and Directional Signs for the Area Known as the Commons Area on Par View Drive.** City Manager Lewis explained resident concerns and possible actions. Councilmember Jackson moved to proceed with the phased approach recommended by City Manager Lewis. The motion was seconded by Councilmember Tilley and, after further discussion, passed with a vote of 5-0-0.
- I. Discussion and Take Appropriate Action to Adopt a Social Media Policy for the City of Woodcreek.** Councilmember Tilley explained the process of development for the proposed policy and moved to adopt the social media policy. After discussion, the motion was seconded by Councilmember Jackson. After further discussion, the motion passed with a vote of 5-0-0.
- J. Discussion and Possible Action Naming Jeff Rasco to the Planning & Zoning Commission.** Councilmember Jackson moved to move Jeff Rasco from Alternate to full-time Commissioner on P & Z. The motion was seconded by Mayor Pro-Tem Britner and passed with a vote of 5-0-0.
- K. Discussion and Possible Action on Providing Access and Control of Green Space Watering to the Parks & Rec Board.** Councilmember Jackson withdrew the item.
- L. Discussion and Take Appropriate Action on Recommended Amendments to Chapters 90 through 96 of the Woodcreek Texas Code of Ordinances.** After discussion Councilmember Eskelund moved to change 92.04 B to read, "if work has commenced and a permit is not obtained, the fee will be doubled". Mayor Pro-Tem Britner seconded the motion which failed with a vote of 2-3-0. The following voted Aye: Councilmember Eskelund and Mayor Pro-Tem Britner. The following voted Nay: Councilmember LeBrun, Councilmember Tilley and Councilmember Jackson. Councilmember Jackson moved to change 92.04 B to read, "if work has commenced and a permit is not obtained, a 15 % penalty will be assessed". Councilmember Tilley seconded the motion which passed with a vote of 3-2-0. The following voted Aye: Councilmember LeBrun, Councilmember Tilley and Councilmember Jackson. The following voted Nay: Councilmember Eskelund and Mayor Pro-Tem Britner. After further discussion, Mayor Pro-Tem Britner directed staff to make the changes discussed. Councilmember Jackson seconded the motion which passed with a vote of 5-0-0.
- M. Discussion and take Appropriate Action on Possible Amendments to Chapter 152: Signs of the Woodcreek Texas Code of Ordinances.** Councilmember LeBrun explained the process and Mayor Pro-Tem Britner moved to give the possible amendments to staff to clean it up and bring it back to City Council. The motion was seconded by Councilmember

Eskelund. After discussion about further changes, the motion passed with a vote of 5-0-0.

- N. Discussion and Take Appropriate Action on Criteria, Structure, and Process for the Annual Evaluation, Compensation, and Employment Agreement of the City Manager.** After discussion, Mayor Pro-Tem Britner moved to adopt the evaluation instrument, and each city council member will return the instrument back to the Mayor by May 22<sup>nd</sup>, the Mayor will tabulate the results and during the executive session of the June meeting, results and comments will be discussed. The motion was seconded by Councilmember Eskelund. After further discussion, the motion passed with a vote of 4-0-1. The following voted Aye: Mayor Pro-Tem Britner, Councilmember LeBrun, Councilmember Jackson and Councilmember Eskelund. The following voted Nay: None. The following Abstained: Councilmember Tilley.
- O. Discussion and Take Appropriate Action on the Adoption of the International Building Code 2015 Edition, including Appendices C, E, F, I; International Property Maintenance Code 2015 Edition, including Appendix A; International Mechanical Code 2015 Edition; International Plumbing Code 2015 Edition; International Fuel Gas Code 2015 Edition; International Residential Code for One- and Two- Family Dwellings 2015 Edition; National Electrical Code 2014 Edition; International Energy Conservation Code 2015 Edition; International Fire Code 2015 Edition, including Appendices B, D, E, F, G, I, J; International Swimming Pool and Spa Code 2015 Edition; International Existing Building Code 2015 Chapter 4.** City Manager Lewis explained the recommendation of adopting updated versions of National and International Codes. Councilmember LeBrun moved to direct staff to prepare an ordinance adopting the new codes. The motion was seconded by Councilmember Jackson and passed with a vote of 5-0-0.
- P. Discussion and Take Appropriate Action on an Ordinance Amending Chapter 33: Records Retention Management of the Woodcreek, Texas Code of Ordinances to Provide for Amending the Records Management and Retention Policies, Providing for Repeal of Prior Records Management Regulations, and Providing for Severability and an Effective Date.** City Manager Lewis explained the recommendation to amend Chapter 33. Councilmember Jackson moved to adopt the ordinance as presented. The motion was seconded by Mayor Pro-Tem Britner and passed with a vote of 5-0-0.
- Q. Discuss and Take Appropriate Action on a Resolution Cancelling the Regular City Council Meeting of July 10<sup>th</sup>, 2019 and Scheduling a Special City Council Meeting on July 17<sup>th</sup>, 2019.** After discussion, Councilmember Jackson moved to adopt a resolution cancelling the regular city council meeting on July 10<sup>th</sup>, 2019 and scheduling a special city council meeting at 6:30 p.m. on July 17<sup>th</sup>, 2019. The motion was seconded by Councilmember Tilley and passed with a vote of 5-0-0.

- R. Report and Possible Action on the Texas Local Government Code Chapter 43 Section 43.002 and the Effect on the City of Woodcreek Code Chapter 156 Section 156.081 Recreational District, tabled from the Regular City Council Meeting held on September 12th, 2018 and January 9<sup>th</sup>, 2019.** After discussion, Councilmember LeBrun moved to remove the item from this and future agendas. The motion was seconded by Councilmember Jackson and passed with a vote of 5-0-0.
- S. Executive Session to Consult with City Attorney on a Development Agreement with Camp Young Judea Pursuant to Government Code Section 551.071.**

**Adjourn into executive session: 9:27 p.m.**

**Return to regular session: 10:06 p.m.**

- T. Discuss and Take Appropriate Action on Designating Mayor Scheel, Councilmembers LeBrun and Jackson, and City Manager Lewis to Negotiate on Behalf of the City with Representatives of Camp Young Judea on a Development Agreement.** Councilmember Tilley moved to designate Mayor Scheel, Councilmembers LeBrun and Jackson, and City Manager Lewis to negotiate on behalf of the City with representatives of Camp Young Judea on a Development Agreement. The motion was seconded by Councilmember Eskelund and passed with a vote of 5-0-0.
- U. Adjourn.** There being no further business, the meeting was adjourned at 10:08 p.m.

  
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William P. Scheel, Mayor

  
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Linda Land, City Secretary