

City of Woodcreek Regular City Council Meeting

April 10, 2019; 6:30 p.m.

Woodcreek, Texas

Notice of Agenda

This notice, as amended, is posted pursuant to the Texas Open Meetings Act (Vernon's Texas Codes Ann. Gov. Code Chapter 551). The Woodcreek City Council will hold a Regular Council Meeting on April 10, 2019, at 6:30 p.m. at Woodcreek City Hall, 41 Champions Circle, Woodcreek, Texas at which time the following items will be considered:

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

5. Public Comments:

Interested persons are required to sign up with the presiding officer or designee before the meeting begins and shall indicate the topic about which they wish to speak. Speakers shall refrain from offensive comments or comments regarding the character of staff, elected official, or council appointed committee membership. Delegations of more than five persons shall appoint one person to present their views before the City Council. The City Council may not discuss comment, except to direct information to the appropriate channels for resolution. Comments will be limited to three (3) minutes per speaker.

6. Citizen Communications:

7. Report Items:

A. Director of Public Work's Monthly Report (Director of Public Works Frank Wood)

B. Financial Report for March 2019 (City Manager Brenton Lewis)

C. City Manager's Monthly Public Report (City Manager Brenton 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)

8. 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 March 13th, 2019 and the Special City Council Meeting of April 3rd, 2019.
- B. Approval of Financial Statements for March 2019

9. Regular Agenda:

- A. Discussion and Possible Action for Establishing Annual Review for City Staff/Quality and for the City Manager, by Council and Citizens, Along with Possible Metrics (Councilmember Jackson)
- B. Discussion and Take Appropriate Action on Criteria, Structure, and Process for the Annual Evaluation, Compensation, and Employment Agreement of the City Manager (Councilmember Tilley)
- C. Discussion and Possible Action on New City Business Cards, Tabled from the March 10, 2019 Meeting (Councilmember Jackson)
- D. Adjourn

Executive sessions held during this meeting will generally take place in the City Manager's office, at the discretion of the City Council.

The City Council 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 1-800735-2988

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 5th day of April, 2019 at 2:30 p.m.

By: Brenton B. Lewis by Grinde Land
Brenton B. Lewis, City Manager

Treasurer's Report

For the Period: October 2018 - March 2019

Percent Complete: 50%

	2018-2019			2017-2018			Y/Y Monthly Comparison		
	YTD	Budget	%	YTD	Budget	%	Mar-19	Mar-18	Difference
Revenue									
3000 Ad Valorem Tax Revenue	255,681	280,000	91%	267,018	280,000	95%	18,292	10,018	8,273
3005 State Sales Tax Revenue	28,648	50,000	57%	24,154	50,000	48%	4,328	3,414	914
3010 Mixed Beverage Tax & Fees Rev	379	1,000	38%	338	1,000	34%	-	-	-
3020 Electric Franchise Fee Revenue	17,365	34,000	51%	7,127	34,000	21%	-	-	-
3030 Cable Services Franchise Rev	19,738	30,000	66%	9,654	39,000	25%	-	-	-
3040 Water Service Franchise Revenue	74,145	96,000	77%	9,374	95,000	10%	-	-	-
3050 Disposal Service Franchise Rev	7,582	14,500	52%	10,124	16,800	60%	-	-	-
3060 Telephone Franchise Revenue	875	1,500	58%	449	2,000	22%	-	-	-
3070 Golf Course Franchise Revenue	500	500	100%	500	500	100%	500	500	-
3080 Reimbursements	338	-	n/a	-	-	n/a	338	-	338
3090 Development Revenue	-	15,000	0%	-	-	n/a	-	-	-
3090.01 Residential	8,055	-	n/a	9,149	-	n/a	2,192	2,053	139
3090.02 Commercial	369	-	n/a	6,829	-	n/a	-	-	-
3090.03 Other	-	-	n/a	1,500	38,000	4%	-	-	-
Total 3090 Development Revenue	8,424	15,000	56%	17,478	38,000	46%	2,192	2,053	139
3095 Sign Fees	135	500	27%	525	940	56%	-	195	(195)
4000 Interest Income	16,093	29,500	55%	2,265	8,000	28%	4,026	386	3,639
4010 Other Revenue	235	2,500	9%	1,770	3,000	59%	-	-	-
4015 Oak Wklt Containment	-	-	n/a	-	-	n/a	-	-	-
4020 Municipal Court Revenue	426	3,000	14%	533	3,000	18%	30	167	(137)
4040 Donations Received	6,000	6,000	100%	-	5,000	0%	-	-	-
4050 General Fund Transfer	-	113,550	0%	-	-	n/a	-	-	-
Uncategorized Revenue	-	-	n/a	-	-	n/a	-	-	-
Total Revenue	436,563	677,550	64%	351,307	576,240	61%	29,705	16,734	12,971
Expenditures									
5000 Personnel Services	-	-	n/a	-	-	n/a	-	-	-
5000.01 Salaries and Wages	79,040	166,180	48%	61,251	143,900	43%	16,645	11,279	5,366
5000.02 Ins Expense Reimbursement	3,979	7,200	55%	600	-	n/a	663	100	563
5000.03 City Manager Vehicle Reimburse	4,175	8,350	50%	4,175	8,350	50%	696	696	-
5000.05 Elected Official Pay	420	840	50%	460	840	55%	70	70	-
5000.20 Payroll Tax Expense	6,505	11,500	57%	7,657	11,900	64%	990	995	(6)
5000.40 Retirement	6,885	13,600	51%	4,031	9,370	43%	1,446	982	464
5000.50 Direct Deposit Expense	-	-	n/a	-	-	n/a	-	-	-
5000.51 Health Insurance Stipend	-	-	n/a	-	3,600	0%	-	-	-
Total 5000 Personnel Services	101,004	208,890	48%	78,173	177,960	44%	20,510	14,122	6,388
5500 Office Expenses	-	-	n/a	-	-	n/a	-	-	-
5500.05 Bank Fees & Charges	(180)	-	n/a	-	-	n/a	6	-	6
5500.10 City Hall Maintenance / Repairs	1,429	5,000	29%	1,380	2,000	69%	698	-	698
5500.20 Cleaning Costs	750	1,500	50%	750	1,500	50%	125	125	-
5500.30 IT & Radio Expenses	115	650	18%	-	700	0%	38	-	38
5500.40 Newsletter	-	-	n/a	-	-	n/a	-	-	-
5500.50 Office Supplies	2,447	2,500	98%	1,333	2,000	67%	1,221	65	1,156
5500.60 Postage & Shipping	538	1,800	30%	619	1,800	34%	35	-	35
5500.61 Printing & Reproduction	2,677	5,000	54%	2,950	6,000	49%	231	290	(58)
5500.70 Storage Rental	108	110	98%	539	1,250	43%	-	-	-
5500.80 Software & Subscriptions	2,832	7,000	40%	1,729	8,300	21%	381	314	67
Total 5500 Office Expenses	10,717	23,560	45%	9,300	23,550	39%	2,735	794	1,941
6000 Professional Services	-	-	n/a	-	-	n/a	-	-	-
6000.01 Audit Expense	9,860	9,860	100%	-	9,100	0%	-	-	-
6000.06 Codification	351	4,000	9%	728	3,000	24%	-	-	-
6000.11 Contract Labor	-	3,000	0%	-	500	0%	-	-	-
6000.15 Engineering	12,701	20,000	64%	3,915	10,000	39%	900	-	900
6000.20 Legal Expenses	21,305	18,000	118%	12,764	20,000	64%	4,938	1,532	3,406
6000.30 IT Services	3,979	8,000	50%	3,962	8,500	47%	869	1,187	(318)
6000.40 Accounting	4,654	10,000	47%	4,448	10,000	44%	624	1,290	(666)
Total 6000 Professional Services	52,850	72,860	73%	25,817	61,100	42%	7,331	4,009	3,322
6500 Area Care/Maintenance	-	-	n/a	-	-	n/a	-	-	-
6500.01 Deer Removal	600	1,000	60%	375	1,000	38%	-	-	-
6500.15 Mowing	388	4,000	10%	960	1,200	80%	110	-	110
6500.20 Oak Wklt Containment	-	-	n/a	-	-	n/a	-	-	-
6500.21 Outdoor Beautification	6,747	30,000	22%	5,046	15,000	34%	-	145	(145)
6500.25 ROW Tree Trimming	-	10,000	0%	1,500	12,000	13%	-	-	-

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	2018-2019			2017-2018			Y/Y Monthly Comparison		
	YTD	Budget	%	YTD	Budget	%	Mar-19	Mar-18	Difference
6500.30 Street Maintenance	1,206	150,000	1%	46	1,300	4%	232	-	232
6500.31 Street Signs	8	6,000	0%	30	750	4%	-	-	-
6500.35 Storm Damage Reserve	-	1,000	0%	-	7,000	0%	-	-	-
6500.40 Tree Limb Pick-Up	-	-	n/a	-	-	n/a	-	-	-
6500.50 Equipment Maintenance	1,473	2,500	59%	-	-	n/a	-	-	-
Total 6500 Area Care/Maintenance	10,421	204,500	5%	7,957	38,250	21%	342	145	197
7000 Other Operating Expenses	-	-	n/a	-	-	n/a	-	-	-
7000.01 Ad Valorem Tax Expense	1,585	2,500	63%	1,477	3,100	48%	793	744	49
7000.02 Building Inspections	3,940	6,500	61%	1,760	6,500	27%	1,225	380	845
7000.03 Code Compliance	-	1,500	0%	1,898	2,000	95%	-	-	-
7000.04 Dues & Membership	1,813	3,000	60%	1,808	3,000	60%	85	540	(455)
7000.05 Election Expense	3,552	3,560	100%	-	-	n/a	-	-	-
7000.10 Depreciation Expense	-	-	n/a	-	-	n/a	-	-	-
7000.15 Meeting Expense	579	500	116%	998	1,600	62%	40	8	32
7000.20 Public Notices	1,003	1,500	67%	594	2,000	30%	318	99	219
7000.30 Travel & Vehicle Exp Reimb.	818	1,500	55%	2,279	4,000	57%	-	-	-
7000.31 Elected Official Travel	931	3,000	31%	-	-	n/a	-	-	-
7000.40 Training & Prof Development	-	-	n/a	2,092	5,000	42%	-	208	(208)
7000.41 Elected Body	710	3,500	20%	-	-	n/a	-	-	-
7000.42 Staff	3,022	3,000	101%	-	-	n/a	85	-	85
7000.50 Community Relations	1,900	3,000	63%	-	-	n/a	-	-	-
Total 7000 Other Operating Expenses	14,222	33,060	43%	12,906	27,200	47%	2,461	1,979	482
7500 Utilities	-	-	n/a	-	-	n/a	-	-	-
7500.10 City Hall Utilities	1,430	3,000	48%	1,423	3,200	44%	286	235	51
7500.20 Outdoor Utilities	1,609	4,000	40%	1,831	4,000	46%	241	247	(6)
7500.30 Telephone & Internet	1,487	4,000	37%	2,285	4,000	57%	247	976	(729)
Total 7500 Utilities	4,526	11,000	41%	5,539	11,200	49%	774	1,458	(684)
8020 Insurance	3,514	3,500	100%	3,266	3,500	93%	-	-	-
8020 Municipal Court Costs	-	-	n/a	-	-	n/a	-	-	-
8020.20 MC Judge	1,800	3,600	50%	1,500	3,500	43%	300	250	50
8020.25 Misc. Court Costs	641	8,000	8%	4,375	5,000	87%	-	216	(216)
8020.30 Prosecutor	3,662	1,000	366%	2,792	6,000	47%	1,151	40	1,111
8020.40 State Comptroller Costs	202	700	29%	248	700	35%	-	-	-
8020.41 Supplies	-	200	0%	-	200	0%	-	-	-
8020.60 Public Safety	15,913	56,680	28%	14,170	30,000	47%	-	-	-
Total 8020 Municipal Court Costs	22,218	70,180	32%	23,086	45,400	51%	1,451	506	945
8900 Miscellaneous	-	-	n/a	-	-	n/a	-	-	-
8900.10 Reconciliation Discrepancies	-	-	n/a	-	-	n/a	-	-	-
8900.20 Contingency Reserve	-	50,000	0%	-	-	n/a	-	-	-
Total 8900 Miscellaneous	-	50,000	0%	-	-	n/a	-	-	-
9077 General Fund Accrual	-	-	n/a	-	-	n/a	-	-	-
Unapplied Cash Bill Payment Expenditure	-	-	n/a	-	-	n/a	-	-	-
Total Expenditures	225,103	677,550	33%	166,046	358,160	43%	35,680	23,013	12,667
Net Operating Revenue	211,460	-	n/a	185,263	188,080	99%	(5,984)	(6,279)	295
Other Revenue	-	-	n/a	-	-	n/a	-	-	-
4018 Proceeds from Capital Leases	-	-	n/a	-	-	n/a	-	-	-
6500 Capital Improvement Income	143	-	n/a	2,529	-	n/a	0	389	(388)
Other Expenditures	-	-	n/a	-	-	n/a	-	-	-
8500.25 Capital Improvement Expense	-	-	n/a	-	-	n/a	-	-	-
9001 Capital Lease Principal	-	-	n/a	-	-	n/a	-	-	-
9402 Interest on Capital Lease	-	-	n/a	-	-	n/a	-	-	-
9005 Bond Interest Paid	-	-	n/a	-	-	n/a	-	-	-
9000.01 Capital Expenditures - CY	-	-	n/a	-	20,000	0%	-	-	-
9000.1 Capital Project Expenditures - FY	-	-	n/a	-	-	n/a	-	-	-
9000.11 2017 Street Improvements	208,183	-	n/a	158,270	-	n/a	-	5,551	(5,551)
9000.12 2017 Street Improvements Legal	-	-	n/a	18,034	-	n/a	-	18,034	(18,034)
9010.01 Sinking Fund Revenue	(180,244)	-	n/a	(139,374)	-	n/a	(12,892)	(6,340)	(6,552)
9010.02 Sinking Fund Interest	9,564	-	n/a	7,529	-	n/a	-	-	-
9010.03 Sinking Fund Principal	172,000	-	n/a	143,000	-	n/a	-	-	-
9000.02 Other Miscellaneous Expenditure	(208,183)	-	n/a	(319,304)	-	n/a	-	(23,584)	-
9000 Reconciliation Discrepancies	-	-	n/a	-	-	n/a	-	-	-
Net Other Revenue	(1,177)	-	n/a	134,374	(20,000)	-67%	12,892	6,728	29,748
Net Revenue	210,283	-	n/a	319,637	168,080	190%	6,908	449	30,044

The City of Woodcreek
STATEMENT OF FINANCIAL POSITION
As of March 31, 2019

	TOTAL
ASSETS	
Current Assets	
Bank Accounts	
1000 Operating - Broadway 9628	0.00
1003 Municipal - Reg Acct#7223	0.00
1003.1 Municipal Court Petty Cash	100.00
1006 PEG - #5467	0.00
1007 TX Regional 061, Operating	396,937.01
1008 TX Regional 053, Investment	0.00
1008.1 Municipal Court Funds	18,053.80
1008.2 PEG Funds	36,280.21
1008.3 Reserve Funds	540,296.61
Total 1008 TX Regional 053, Investment	594,630.62
1009 TX Regional 095, Bond Proceeds	143.06
1010 Petty Cash	-41.00
1020 Investment Account - Class 0001	465,501.76
1021 Reserved Funds - Broadway 4573	0.00
1022 Crockett National Bank	0.00
1023 Pioneer Bank #6151	0.00
1024 MM Construction Project 6332	0.00
Total Bank Accounts	\$1,457,271.45
Accounts Receivable	
1120 Delinquent Taxes Receivable	10,574.84
Total Accounts Receivable	\$10,574.84
Other Current Assets	
1121 Allowance for Uncollectible	-2,266.76
1122 Due to/from HOT Account	0.00
1123 Employee Cash Advance	0.00
1124 Sales Tax Receivable	3,201.75
1125 Franchise Fees Receivable	0.00
1126 Other Current Receivables	0.00
1150 Due From Capital Project Funds To Operating	167,425.08
1200 Undeposited Funds	0.00
Total Other Current Assets	\$168,360.07
Total Current Assets	\$1,636,206.36
Fixed Assets	
1200 Office Furniture / Equipment	35,704.46
1225 Land	37,850.00
1226 Building & Improvements	130,602.00
1227 Street Pavement	144,126.00
1228 Street Improvements 2017	1,479,824.71
1231 Storage Building	9,055.00

	TOTAL
1235.1 Kawasaki Mule 2016	7,840.64
1240 Accumulated Depreciation - All	-195,372.00
Total Fixed Assets	\$1,849,630.81
Other Assets	
1250 Deferred Revenue	-8,308.49
1300.10 Committed for Streets Repair	0.00
Total Other Assets	\$ -8,308.49
TOTAL ASSETS	\$3,277,528.68
LIABILITIES AND EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
1900 Accounts Payable	0.00
Total Accounts Payable	\$0.00
Other Current Liabilities	
1901 Accts Payable At Year-End	0.00
2000 Payroll Tax Payable	4,716.21
2001 Federal Withholding Payable	0.00
2020 State Unemployment Liability	34.87
2021 Accrued Wages Payable	0.00
2030 TMRS Payable	0.00
2100 WVWA / LCRA Grant	424.21
Expenditures	
2105 Capital Development Grant	3,066.00
2105.1 Augusta Park Proj Expenditures	0.00
2110 Direct Deposit Liabilities	0.00
2200 Security Deposits	0.00
2300 Sales Tax Revenue Overpayment	533.38
2350 Bond Principal Maturity February	0.00
2400 Due To Operating From Capital Project Funds	167,425.08
2701 Bond Principal Maturity 2/15/2019	172,000.00
Total Other Current Liabilities	\$348,199.75
Total Current Liabilities	\$348,199.75
Long-Term Liabilities	
Bonds Payable Construction Project Funds	
2702 Bond Principal Maturity 2/15/2020	183,000.00
2703 Bond Principal Maturity 2/15/2021	195,000.00
2704 Bond Principal Maturity 2/15/2022	207,000.00
2705 Bond Principal Maturity 2/15/2023	219,000.00
2706 Bond Principal Maturity 2/15/2024	233,000.00
Total Bonds Payable Construction Project Funds	1,037,000.00
Total Long-Term Liabilities	\$1,037,000.00
Total Liabilities	\$1,385,199.75
Equity	
9997 Net Investment In Capital Assets	144,132.96
9998 Opening Balance Equity	329,816.47

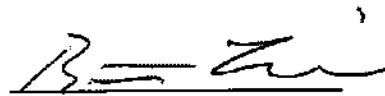
	TOTAL
9999 Retained Earnings	1,208,096.03
Net Revenue	210,283.47
Total Equity	\$1,892,328.93
TOTAL LIABILITIES AND EQUITY	\$3,277,528.68

CITY OF WOODCREEK, TEXAS
Quarterly Inventory Report
 As of 03/31/19

Purchase Date	Security	Coupon or Avg Rate	Maturity Date	Yield	Par	Days to Maturity	Beginning Book	Beginning Market	Ending Book	Ending Market	Period Earnings
Bank Checking Accounts											
01/01/19	TX Regional Bank 061 Operating	2.35%	04/01/19	3.55%	n/a	1	268,464.89	268,464.89	407,517.48	407,517.48	2,384.06
Subtotal Bank Accounts							268,464.89	268,464.89	407,517.48	407,517.48	2,384.06
Bank CD											
Subtotal CDs							0.00	0.00	0.00	0.00	0.00
Investments											
01/01/19	Texas Class	2.62%	04/01/19	2.59%	n/a	1	462,501.33	462,501.33	465,501.76	465,501.76	3,000.43
01/01/19	TX Regional Bank 053 Reserves	2.35%	04/01/19	2.27%	n/a	1	591,299.53	591,299.53	594,630.62	594,630.62	3,348.94
01/01/19	TX Regional Bank 095 Construction	2.36%	04/01/19	2.28%	n/a	1	142.25	142.25	143.06	143.06	0.81
TOTALS							1,322,408.00	1,322,408.00	1,467,792.92	1,467,792.92	8,734.24

Average Weighted Maturity	1 days
Average Weighted Yield	3.03 %

This quarterly report has been prepared in compliance with the Public Funds Investment Act and the City's Investment Policy.


 Brenton Lewis, City Manager

*Note: Funds are being left in the bank to pay for banking fees. The Earning Credit Rate at which the City earns to pay for banking services is .25 % but no interest is paid directly to the City but the City is earning at that rate to pay our banking services.

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City Manager Monthly Public Report from March 7, 2019 to April 3, 2019 for the April 10, 2019 City Council Meeting

Meetings were held for the Parks and Recreation Board, the Planning & Zoning Commission, the Planning & Development Advisory Group and the Ordinance Review Committee. Staff attended meetings with Jacobs Well GMZ Stakeholders, Camp Young Judaea, TCMA Region 7 and the Wimberley Valley Chamber of Commerce.

Public Hearings: Held - City Council - Zoning Changes (except Fences, Parking) – Mar. 13, 6:30 PM
City Council – Replat Lots 1 & 2, Brookmeadow, Sec. 6 – Mar. 13, 6:30 PM

The City issued the following permits and stop work orders to date –

Permits Issued: Tree Trimming – 4
Fence – 2
Fence/stairs - 1
Single Family Home - 1

Stop Work Orders: 1 – In Progress

City Hall – Pest control
New Hire

Municipal Court – Scheduled for April 16, 2019 at 2:00 p.m.

Brookhollow Project – On-site Review Held

Council Meeting Date
April 10, 2019
Reports

2019/2020 Roads Advisory Workgroup

Purpose:

To assemble a group of citizens under the umbrella of the Council's Infrastructure Responsibilities and with the full participation of City's Public Works Director and City Manager to do evaluation of immediate needs on our roads.

The group will meet on a regular basis to review replacement and repair needs for the City. Based on Council action at the December 2018 and February 2019 regular Council meetings, the group will begin by conducting a review of the roads after repairs conducted by Hays County and follow this process and develop a plan and timetable towards major repairs or replacement based on priorities approved by Council.

Facts:

There are 33 roads that total 9.1 miles in the City of Woodcreek. The Brookhollow project rebuilt 1.0 mile, leaving 8.1 miles to be addressed. Conditions across the 8.1 miles vary with some roads having more significant issues or serious damage.

Immediate Tasks:

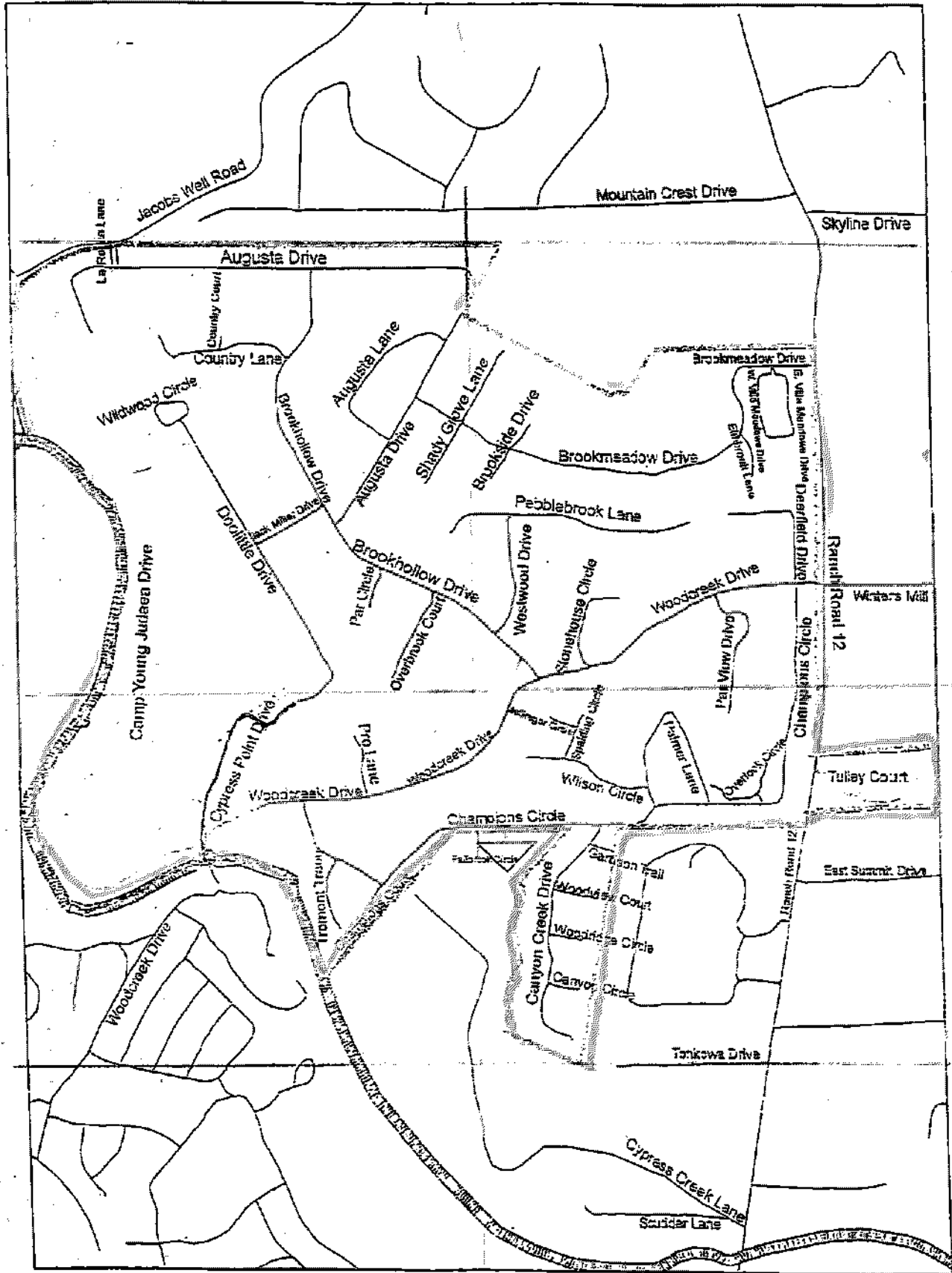
- Review Repairs Completed by Hays County
- Review Roads in Priority List with Public Works Director and City Manager. These are: Wildwood, Brookside, Jack Miller, Brookmeadow, Champions Circle, and Augusta Drive (it is understood that needs vary across these roads). As part of this review, identify:
 - Road conditions and extent of damage – assessment of work needed to correct
 - Review utility issues and potential impact on road work
 - Sight deficiencies
 - Speeding information
 - Suitability of Traffic Calming Devices
 - Signage Correction

Approach:

- The workgroup will work with 2 Council Members (those assigned Infrastructure Responsibilities), the Public Works Director, and the City Manager.
- City has been divided into quadrants, and we are seeking representation of 2 citizens per quadrant. At this time we have commitment from 3 citizens (see attached map for quadrant detail).
- Will continue to seek citizen representation and plan for a meeting of the Group towards the end of April or early May.

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City of Woodcreek Street Map







1.

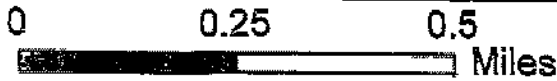
2.

3.

4.

Legend

-  Woodcreek City Limits
-  Woodcreek Streets
-  Private Streets
-  Cypress Creek



Created: 5/31/2011 by Jeff Ivy

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Goal 1: Evaluate existing and future needs for capital improvements and infrastructure throughout the City and develop schedule and budget to address needs.

Objective 1.1: Upgrade collector roads by 2022 and all roads by 2030.

Strategy 1.1.1: Improve existing asphalt road surfaces. Collector roads will be prioritized first (Woodcreek Drive, Brookhollow Drive, Brookmeadow Drive, Augusta Drive, and Champions Circle)

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.

Strategy 1.2.1: Look at ways to reduce cut-through traffic.

Strategy 1.2.2: Work with Camp Young Judaea to create new entrance for truck and bus access.

Objective 1.3: Incentivize investments by potential water service customers and or service providers to enhance long-term operations and maintenance.

Strategy 1.3.1: Encourage rainwater collection and water saving landscape techniques throughout the city to reduce water consumption. Council support by modifying existing ordinances and offering a reference of acceptable architectural solutions.

Strategy 1.3.2: Evaluate short- and long-term benefits of municipal ownership of water and sewer systems

Objective 1.4: Review access to new dry utility (cable, telephone, etc.) providers to create competition among providers by January 2030.

Strategy 1.4.1: Contact potential providers for cable, internet, and telephone services to discuss extension of services. Evaluate new technologies that may benefit the city such as broadcast WIFI

Objective 1.5: Maintain high level of public safety services by conducting annual review of quality of service and potential improvements.

Strategy 1.5.1: Review relationships with Wimberley Fire Rescue, Hays County Precinct 3 Constable's Office, and Hays County EMT/Ambulance services.

Objective 1.6: Monitor flood mitigation issues with biennial report.

Strategy 1.6.1: Seek state and federal funding to address flood prone areas, such as Hog Creek, and Cypress Point Pond.

Strategy 1.6.2: Increase partnership Cypress Creek Watershed Association

Goal 2: Provide improved recreational opportunities by enhancing existing amenities and actively searching for new prospects to expand or add new park areas, trails, and other recreational facilities. Collaborate with Parks Board and assist in developing the parks plan.

Objective 2.1: Explore programs with Texas State or similar organizations for the study of ex-urban life, culture, and the sustainability of the environment. Look at opportunities to encourage and celebrate volunteerism.

Strategy 2.1.1: Create shared activities for citizens with Quicksand Golf Course and Camp Young Judaea

Objective 2.2: Monitor environmental concerns with bi-annual report.

Strategy 2.3.1: Create a Woodcreek Environmental Committee comprised of citizens by May 2019.

Strategy 2.3.2: Identify and protect natural springs and other natural water sources within City and ETJ. Meet with interested groups (Master Naturalists, etc.) and identify these.

Goal 3: Ensure proper fiscal discipline and develop strategies to generate revenue to fund necessary capital projects.

Objective 3.1: Explore financial prospects with quarterly report.

Strategy 3.1.1: Research potential funding from grants, donations, estate bequests or private foundations.

Objective 3.2: Enhance operating capital to fund needed capital improvement projects.

Strategy 3.2.1: Expand tax base through annexation of existing ETJ.

Strategy 3.2.2: Inform citizens on the needs of the City and the correlation between the cost of capital improvements and funding sources.

Goal 4: Review land use policies to ensure the success of Woodcreek by attracting potential residents and providing for future needs.

Objective 4.1: Develop a strategy for annexation of areas within the existing Woodcreek ETJ.

Strategy 4.1.1: Expand City Limits to include the current ETJ.

Strategy 4.1.2: Formulate strategies to encourage ETJ adoption.

Objective 4.2: Encourage development of housing for senior living.

Strategy 4.2.1: Attract developer to construct senior-appropriate housing, such as patio homes, independent living, and/or assisted living.

Objective 4.3: Improve and expand housing stock by encouraging new types of housing in appropriate locations by 2030.

Strategy 4.3.1: Allow high quality, environmentally sustainable single-family residential housing, enforced via masonry ordinance, with permeable cover limit and runoff impact assessment.

Goal 5: Ensure the city's municipal government serves the needs of a growing city.

Objective 5.1: Monitor the growth rate of the City and prepare accordingly for any necessary legislative action.

Objective 5.2: Increase city outreach.

Strategy 5.2.1: Hold town hall events every quarter and ensure city council members attend

Strategy 5.2.2: Sponsor other events (Christmas, Halloween, 4th of July, Farmers Market, National Night Out, Coffee with the Mayor)

Strategy 5.2.3: Conduct straw polls and other informal surveys at events.

Strategy 5.2.4: Support the development of annual community events.

Goal 6: Create a specific and compelling brand for Woodcreek and promote the community to potential residents.

Objective 6.1: Create a new city motto and logo by 2022.

Strategy 6.1.1: Explore resources to create a motto and logo with public input.

Strategy 6.1.2: Promote the community by enhancing communication among all available stakeholders.



ready set
SUMMER!

WHEN

May 5th, 2019

12:30pm - 4:30pm

WHERE

Camp Young Judaea

121 Camp Young Judaea, Woodcreek, TX 78676

WHY

Come Meet Your Neighbors

For residents of Woodcreek and Woodcreek North

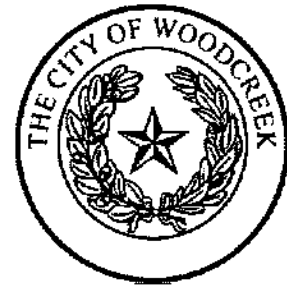
**FEATURING • Swimming • Free food and drinks •
Outdoor activities • Tours of Camp Young Judea •
Rainwater Harvesting Expo!**

**FUN FOR
ALL AGES!**



SPONSORS

**Camp Young Judaea and
City of Woodcreek**



PARKING

**Free parking at Camp
Young Judaea**

**IF YOU PLAN
TO BE THERE:**

Cyndi.jackson@woodcreektx.gov

(not crucial but helpful)

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Ray Helm

Constable Precinct 3 Hays County, Texas

Woodcreek Patrol
March 2019

	<u>Total</u>
Hours:	182
Mileage:	756
Traffic Citation/warning(s):	18
Code Enforcement:	26
Close Patrol:	0
Criminal:	0
Civil:	0
Other:	0
Agency/Public Assist:	0
Warrants:	0
Jailing:	0

- Please note undocumented civil questions, concerns and other instances will not be included in this report.

Constable Helm

Deputy Shellhorn

6127

7 D III

Council Meeting Date: 04/10/2019

Council Responsibilities Report

COMMUNICATIONS

The March 12 resignation of Councilmember Brizendine leaves in question the presentation of a social media policy for Council consideration. Further editing of the policy draft, following from discussions with Chrys Grummert at the March 6 meeting, necessarily falls outside the window required for consideration at the April 10 Council Meeting. Likely reconstitution of Communications leadership and structure means that the social media policy will not be presented no sooner than the May 8 Council Meeting.

Submitted By:

Ray Don Tilley, Councilmember

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Council Meeting Date: 04/10/2019

Council Responsibilities Report

PARKS & RECREATION BOARD

The Parks & Recreation Board met March 20.

Board member Jane Little discussed progress toward beautification at Veterans' Memorial Plaza and the Woodcreek Drive entrance. She asked for volunteers to help with weeding and mulch application March 21 and 22. City Secretary Linda Land added that a volunteers' work day was planned for March 23 at Augusta Park.

The Board spent the bulk of its two-and-a-half hours on no less than 114 edits to the draft Parks & Recreation Master Plan. Although the Board completed the full draft, consensus was to take an additional Board meeting April 17 for review of the revised plan and to include photographs and map updates before submitting the draft plan for consideration and approval by Council as early as May 8.

Submitted By:

Ray Don Tilley, Councilmember

7 D VII

Council Meeting Date: 04/10/2019

Hay Trinity Groundwater Conservation District Report

BOARD MEETING March 12, Wimberley

Of note to Woodcreek, HTGCD discussed permitting to 2025, remarking that growth trends are unsustainable. Only voluntary water conservation has allowed pumping levels to remain similar to ten years ago. Continued special efforts, such as the Jacob's Well Groundwater Management Zone, will be required to address increasing demand.

HTGCD is supporting formation of the Southwest Travis County GCD, which borders on the north and includes 1,800 private irrigation wells already that will be grandfathered. The new GCD should help HTGCD address demand along the northern edge of the District that affects levels southward.

Camp Young Judaea updated the board on progress with its test well project to implement aquifer storage and recovery (ASR) on-site at the camp as a way to address its overpumping in recent years. Rainwater collection from existing structures will allow the camp to inject up to 3 million gallons of water annually into the Trinity Aquifer. Testing has shown that injection into the brackish, slow-moving Lower Trinity, will likely be required—at greater expense—because injection into the fast-moving Middle Trinity has limited benefit in the District. ASR technology has been implemented in California for decades, and is in operation now in San Antonio and Kerrville.

BOARD MEETING March 27, Dripping Springs

The board approved an additional groundwater request by La Ventana, which increased its annual allocation from 98 to 122 acre feet over three years. Transducers give HTGCD continuous monitoring in La Ventana, where St. Augustine grass is banned and every house must have a minimum 500-gallon rainwater harvesting system.

A Camp Young Judaea representative testified in support of its protest letter regarding a \$16,033.66 penalty for overpumping in 2018 of 3,206,732 gallons. After extended discussion of the need to use the "right water for the right purpose," meaning reuse and rainwater for irrigation and other non-potable use, the board noted the camp's ongoing cooperation pursuing an ASR system, and approved crediting the camp for its expenses installing monitoring and conservation equipment.

John Worrall shared a "heat map" the District will develop among new data visualizations to monitor high water use areas toward more timely and focused conservation efforts.

Submitted By:

Ray Don Tilley, Councilmember

City of Woodcreek Regular City Council Meeting

March 13, 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 Judy Brizendine, Councilmember Aurora LeBrun, Councilmember Ray Don Tilley, Councilmember Cyndi Jackson, Assistant City Attorney Leslie Kassam, City Manager Brenton B. Lewis, Director of Public Works Frank Wood, City Secretary Linda Dand. **Absent:** None
5. **Public Comments:**

Jake Jacobson expressed concerns about a hole in the pavement on Brookmeadow and also spoke in support of a Blue Night event for emergency responders in May.
6. **Citizen Communications:** None
7. **Report Items:**
 - A. **Director of Public Works Monthly Report** (Director of Public Works Frank Wood)
 - B. **Financial Report for February 2019** (City Manager Brenton Lewis)
 - C. **City Manager's Monthly Public Report** (City Manager Brenton Lewis)
 - D. **Precinct 3 Constables Report** (Constable Ray Helm)
 - E. **Council Responsibilities Reports**
 - i **City Hall** (Mayor Scheel)
 - ii **Planning & Development** (Councilmember LeBrun)
 - iii **Public Safety** (Mayor Pro-Tem Britner)
 - iv **Communications** (Councilmember Brizendine)
 - v **Community Affairs** (Mayor Scheel)
 - vi **Infrastructure** (Councilmember Brizendine)
 - vii **Parks and Recreation** (Councilmember Tilley)
 - viii **Executive/Administrative** (Mayor Scheel)
8. **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 February 13th, 2019 and the Special City Council Meeting of February 25th, 2019.
 - B. Approval of Financial Statements for February 2019

Mayor Pro-Tem Britner moved to approve the Minutes of the City Council Meeting of Feb. 13, 2019 with the minor changes discussed. The motion was seconded by Councilmember Tilley, which passed with a vote of 5-0-0.

Mayor Pro-Tem Britner moved to approve the remainder of the Consent Agenda as presented. The motion was seconded by Councilmember Jackson, which passed with a vote of 5-0-0.

9. Regular Agenda:

A. Public Hearing

1. Replat of Lots 1 & 2, Brookmeadow, Section 6 – approximately 21 Brookmeadow Drive, Woodcreek, TX 78676 – R60285
2. Staff Briefing: City Manager Lewis explained the process for replats and applicants' submittal.
3. Public Hearing: Open: 7:15 p.m. Carl Weldon spoke against the replat, explaining concerns about car lights. Mr. Weldon also said that the owner is working with neighbors to address concerns. Closed: 7:20 p.m.
4. Discussion and possible action on the Replat of Lots 1 & 2, Brookmeadow, Section 6 – approximately 21 Brookmeadow Drive, Woodcreek, TX 78676 – R60285. After discussion, Councilmember Jackson moved to approve the Replat of Lots 1 & 2, Brookmeadow, Section 6 as submitted. The motion was seconded by Mayor Pro-Tem Britner, which passed with a vote of 5-0-0.

Mayor Scheel moved Item 9.C. ahead of Item 9.B.

- C. Discussion, Consideration, and Take Appropriate Action on Receipt and Acceptance of the Audited Basic Financial Statements and Supplemental Schedules and Independent Auditor's Report for the Fiscal Year Ended September 30, 2018.** Michael Del Toro, abip, explained the Clean Opinion shown in the Financial Statements for the Fiscal Year ending Sept. 30, 2018 in the Independent Auditors' Report. After discussion, Councilmember LeBrun moved to accept the Independent Auditors' Report as submitted. The motion was seconded by Councilmember Jackson, which passed with a vote of 5-0-0.

B. Public Hearing

1. Changes to Chapter 156 Zoning of the Woodcreek Code of Ordinances excluding Chapter 156.058 Fences and Chapter 156.060 Parking
2. Staff Briefing: City Manager Lewis explained recommendations from the Planning & Zoning Commission and Ordinance Review Committee.
3. Public Hearing: Open: 7:35 p.m. None spoke. Closed: 7:36 p.m.
4. Discussion and possible action on recommendations received from Planning and Zoning and Ordinance Review Committee. After discussion, Mayor Pro-Tem Britner moved to accept the submitted changes to Chapter 156 Zoning including the grammatical changes discussed. The motion was seconded by Councilmember Tilley, which passed with a vote of 5-0-0.

- D. Discussion and Take Appropriate Action on a Resolution of the City Council of the City of Woodcreek Establishing Policies for Conduct of Elected and Appointed Officials and Providing for an Effective Date.** After discussion, Councilmember Britner moved to schedule a City Council

Workshop for 2:00 p.m. on April 3, 2019 to discuss this resolution. After discussion, the motion was withdrawn and changed to schedule a City Council Workshop for 5:00 p.m. on the same date. The motion was seconded by Councilmember Tilley, which passed with a vote of 5-0-0.

- E. Discussion and Take Appropriate Action on an Application from Camp Young Judaea for a Pyrotechnics/Fireworks Display Permit for March 23rd, 2019.** After discussion, Mayor Pro-Tem Britner moved to approve the application by Camp Young Judaea. The motion was seconded by Councilmember Jackson, which passed with a vote of 4-1-0. The following voted Aye: Mayor Pro-Tem Britner, Councilmember Brizendine, Councilmember Tilley and Councilmember Jackson. The following voted Nay: Councilmember LeBrun.
- F. Discussion and Take Appropriate Action on Resolution Supporting Fun – Day at CYJ to be held at Camp Young Judaea.** After discussion, Councilmember Jackson moved to approve the Resolution as presented. The motion was seconded by Councilmember Tilley, which passed with a vote of 5-0-0.
- G. Discussion and Take Appropriate Action on An Ordinance of the City Council of the City of Woodcreek, Texas Repealing all Rates and Fees Contained in the Code of Ordinances of the City of Woodcreek; Repealing Any Conflicting Ordinances; Providing for Severability; Providing an Effective Date; and Providing for a Finding of Proper Notice and Open Meeting.** After discussion, Councilmember Jackson moved to approve the Ordinance as submitted. The motion was seconded by Mayor Pro-Tem Britner, which passed with a vote of 5-0-0.
- H. Discussion and Take Appropriate Action on a Resolution of the City Council of the City of Woodcreek, Texas Establishing a Master Rate Schedule for Assessing Rates and Fees; Authorizing the City Secretary to Maintain the Master Rate Schedule and Recommend Adjustments; Repealing Any Conflicting Resolutions; Providing for Severability; Providing an Effective Date; and Providing for a Finding of Proper Meeting and Notice.** After discussion, Mayor Pro-Tem Britner moved to approve the Resolution as submitted. The motion was seconded by Councilmember Jackson, which passed with a vote of 5-0-0.
- I. Discussion and Take Appropriate Action on an Ordinance of the City Council of the City of Woodcreek, Texas Amending Title XV (Land Usage) , Chapter 156 (Zoning), and Amending Title VII (Traffic Code), Chapter 70 (Traffic Schedules), to Provide for Parking Regulations; Providing for a Repealer Clause; Providing for a Severability Clause; Providing for Publication; Providing for an Effective Date; Providing for Codification; and Providing for a Proper Notice and Meeting.** City Manager Lewis explained the changes from the current ordinances. Mayor Pro-Tem Britner moved to accept the Ordinance changes in Chapter 156 and Chapter 70 as submitted. The motion was seconded by Councilmember Brizendine. After discussion, Councilmember Brizendine moved to amend

the motion to accept a change proposed by Councilmember Tilley, removing the phrase "with a tarp" in §70 (A). The amendment was seconded by Councilmember Tilley, which carried with a vote of 5-0-0. The original motion, including the amendment passed with a vote of 4-1-0. The following voted Aye: Mayor Pro-Tem Britner, Councilmember Brizendine, Councilmember LeBrun, and Councilmember Tilley. The following voted Nay: Councilmember Jackson.

J. Discussion and Take Appropriate Action on Authorizing the Purchase of One (1) Modular Battery Powered Speed Radar Sign. Councilmember LeBrun moved to accept the bid by Centerline, not to exceed \$4000, for the purchase of a Radar Sign. The motion was seconded by Mayor Pro-Tem Britner, which passed with a vote of 5-0-0.

K. Discussion and Take Possible Action on a "Your City Councilmembers" Website Update. After discussion, Councilmember Jackson moved to update the City's website with photos and descriptions as submitted. The motion was seconded by Councilmember Tilley, which failed with a vote of 2-3-0. The following voted Aye: Councilmembers Jackson and Councilmember Tilley. The following voted Nay: Mayor Pro-Tem Britner, Councilmember Brizendine and Councilmember LeBrun.

L. Discussion and Possible Action on New City Business Cards. After discussion, Mayor Pro-Tem Britner moved to table the item until next month's council meeting. The motion was seconded by Councilmember Tilley, which passed with a vote of 5-0-0.

M. Adjourn. There being no further business, Mayor Scheel adjourned the meeting at 8:17 p.m.

William P. Scheel, Mayor

Linda Land, City Secretary

City of Woodcreek
Special City Council Meeting/Workshop
April 3, 2019; 5:00 p.m.
Woodcreek, Texas

Minutes

1. **Call to Order:** Mayor Scheel called the meeting to order at 5:00 p.m.
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 Nancy Britner, Councilmember Aurora LeBrun, Councilmember Ray Don Tilley, Councilmember Jackson, City Manager Brenton B. Lewis, Assistant City Attorney Leslie Kassahn, City Secretary Linda Land. **Absent:** Councilmember Brizendine, Director of Public Works Wood
5. **Public Comments:** There were no public comments.
6. **Agenda:**
 - A. **Discussion and Take Action on the Approval and Acceptance of Resignation of Councilmember Judy Brizendine.** Mayor Pro-Tem Britner moved that Council accept with regret the resignation of Councilmember Judy Brizendine and offer her our thanks for her leadership and her care for our city. Councilmember LeBrun seconded the motion, which passed with a vote of 4-0-1. The following voted Aye: Mayor Pro-Tem Britner, Councilmember LeBrun, Councilmember Tilley and Councilmember Jackson. The following was Absent and Not Voting: Councilmember Brizendine.
 - B. **Discussion and Take Appropriate Action to Fill a Single Vacancy that Exists on the City Council of the City of Woodcreek, Pursuant to Local Government Code Sec. 22.010.** Mayor Pro-Tem Britner moved to appoint Eric Eskelund due to his extensive experience, especially in construction and other areas, to replace Judy Brizendine. Councilmember LeBrun seconded the motion. After discussion, the motion passed with a vote of 3-2-0. The following voted Aye: Mayor Pro-Tem Britner, Councilmember LeBrun. The following voted Nay: Councilmember Tilley, Councilmember Jackson. Mayor Scheel cast the deciding vote with an Aye.
 - C. **Discussion on a City of Woodcreek Committee Structure to Replace Council Responsibilities.** Discussion was held.

D. Workshop –

Discussion on a Proposed Resolution of the City Council of the City of Woodcreek Establishing Policies for Conduct of Elected and Appointed Officials

E. Adjourn. There being no further business, Mayor Scheel adjourned the meeting at 5:48 p.m.

William P. Scheel, Mayor

Linda Land, City Secretary

DRAFT

8 AL

Council Meeting Date: 04/10/2019

AGENDA ITEM COVER SHEET

Subject/Title:

Discussion and Possible Action for establishing a formalized annual review for City Staff/Quality and for the City Manager, by Council and Citizens, along with possible metrics for 2019.

Item Summary:

Cities generally establish metrics for annual reviews. A lightweight survey for both staff, City quality and the City Manager is a best practice and should be employed

Financial Impact:

N/A

Recommendation:

City of Woodcreek adopt the practice of a formalized annual review for both the City Manager and City Staff/Quality to be conducted no later than July of each year. That the Staff/Quality survey be distributed by someone who is not employed by the City, and that those citizen reviews be made public. That the City Manager review be conducted in Executive Session and those reviews shared among Council members prior to contract evaluation.

For 2019, I respectfully submit the attached as a starting place for review criteria.

Attachments:

Review criteria for staff/by citizens and for City Manager/by Council

Submitted By:

Councilmember Jackson

9 A

Council Meeting Date: 04/10/2019

AGENDA ITEM COVER SHEET

Subject/Title:

Discussion and Take Appropriate Action on Criteria, Structure, and Process for the Annual Evaluation, Compensation, and Employment Agreement of the City Manager.

Item Summary:

Council consensus during last year's belated July/August evaluation exercise was that better evaluation forms and metrics were needed to adequately provide the essential communication that is the heart of an employee annual review. As discussed with Mayor Scheel in January, this process begins in April with this agenda item toward May annual review and June final consideration of the City Manager employment agreement. To be clear, this item is to discuss on an institutional level what criteria, structure, and process this Council wishes to follow in the evaluation of any City Manager for Woodcreek. In doing so, Councilmembers are encouraged to contribute best practices and examples toward a consensus evaluation exercise. The specifics of the current City Manager's employment agreement need not necessarily be discussed until the May meeting, although this item does not preclude discussing such specifics, as Council wishes, including in Executive Session, as described on the agenda.

Financial Impact:

None

Recommendation:

Council shall collect and combine best practices to create the criteria, structure, and process it deems in the best interests of the citizens of the City of Woodcreek for the evaluation, compensation, and employment agreement of the City Manager.

Attachments:

None

Submitted By:

Ray Don Tilley, Councilmember

9 B

Citizen Survey:

Council survey to be ranked 1-5 5 – Excellent; 4 – Good 3 – Acceptable; 2 – Occasionally Unacceptable; 1 – Unacceptable;

Overall quality of customer service from City Staff

Response rate from City Staff (my calls and emails receive a prompt reply)

Overall satisfaction with Public Information Request responses.

Satisfaction with City Website and access to information about City services.

I feel safe in my neighborhood at night

Quality of residential curbside recycling services

Overall quality of park and green space maintenance

Open comment box of at least 5 lines.

Council Survey for City Manager:

Council survey to be ranked 1-5. 5 – Completely agree; 4 – Agree; 3 – Neutral; 2 – Disagree; 1 – Completely disagree

I feel the Manager responds to my questions fully, and in a timely manner

I feel the Manager disseminates information needed by Council, to the full Council, in a timely manner

I feel the Manager understands his role is to implement policy, which is set by the City Council as a whole

I feel the Manager is consistent in his approach and accessibility for every Council member

Overall, I trust our City Manager

Based on my observations, our City Manager is courteous to citizens

I believe our Manager handles conflicts in a professional manner

Open comment box of at least 5 lines.

9 B 1