



REGULAR COMMUNITY RELATIONS COMMITTEE MEETING
(change me) DATE; TIME
WOODCREEK CITY HALL - 41 CHAMPIONS CIRCLE

MEETING NOTICE

The public is invited and welcome to attend all meetings of the City of Woodcreek Community Relations Committee. If you would like to stream this Community Relations Committee 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 Community Relations Committee. Those wishing to speak must sign-in before the meeting begins and observe a three-minute time limit when addressing the Committee. Speakers will have one opportunity to speak during the time period. Comments from speakers should not be directed towards any specific member of the Committee, 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. **Approval Of Community Relations Committee Meeting Minutes From February 5th, 2026.**

Documents:

[260205 Regular Community Relations Committee Minutes.pdf](#)

REPORTS FROM COUNCIL LIAISONS

REGULAR AGENDA

1. **Discussion And Possible Action To Reallocate Unspent Budgeted Funds For The Music In The Parks Series To Add Additional Funds To The May**

1st Musical Talent Not To Exceed \$500.

2. Workshop On The 2026 Calendar Year Event Calendar.

Documents:

[2026 Calendar Year - Event Calendar.pdf](#)

3. Discussion And Possible Action To Approve 2026 Calendar Year Event Calendar For The City Of Woodcreek And Send To Council For Possible Action.

4. Workshop On The Calendar Year 2026 Budget Requests.

Documents:

[Calendar Year 2026 Event Budgets - 2027 Event Budgets.pdf](#)

[Calendar Year 2026 Event Budgets - 2026 Event Budgets.pdf](#)

5. Discussion And Possible Action To Approve 2026 Calendar Year Budget Request For The City Of Woodcreek And Send To Council For Possible Action.

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 Community Relations Committee 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 11:00 AM on the 30th day of June, 2025.

By: _____
Kari Lebkeucher, City Secretary

REGULAR COMMUNITY RELATIONS COMMITTEE MEETING

February 5th, 2026; 11:09 AM

Woodcreek, Texas

MINUTES

CALL TO ORDER

ROLL CALL and ESTABLISH QUORUM

Member Cheryl Mills

Member Leslie Scott

Member Carol Lusk

PUBLIC COMMENTS

No public comments were made.

CONSENT AGENDA

- 1. Approve Community Relations Committee meeting minutes from December 4, 2025.**

A motion was made by Member Cheryl Mills to approve the Community Relations Committee meeting minutes from December 4, 2025. Seconded by Member Leslie Scott.

Motion passed by show of hands 3-0-0

REPORTS FROM COUNCIL LIAISONS

REGULAR AGENDA

- 1. Discuss and take possible action to elect Officers of the Community Relations Committee for 2026 (Hines, acting Chair):**
 - **Chair**
 - **Vice-Chair**

A motion was made by Member Carol Lusk to nominate Cheryl Mills as the Community Relations Committee Chair. Seconded by Member Leslie Scott.
Motion passed by show of hands 3-0-0

A motion was made by Member Carol Lusk to nominate Leslie Scott as the Community Relations Committee Vice-Chair. Seconded by Chair Cheryl Mills. Motion passed by show of hands 3-0-0

2. Discuss and take possible action to elect the City Secretary, Kari Lebkuecher, as the Secretary for the Community Relations Committee.

A motion was made by Chair Cheryl Mills to elect the City Secretary, Kari Lebkuecher, as the Secretary for the Community Relations Committee.

Seconded by Leslie Scott.

Motion passed by show of hands 3-0-0

3. Discuss and take possible action to set a date and time for meetings.

A motion was made by Chair Cheryl Mills to set the date and time for meetings to be the 2nd Thursday of the month at 11:00 AM. Seconded by Vice-Chair Leslie Scott.

Motion passed by show of hands 3-0-0

4. Recap of 2025 Jingle and Mingle Event - Ideas for 2026.

Recap was given– idea to possibly change time to 3-5 PM.

5. Workshop on the planning for the 2026 Volunteer Appreciation Event.

Workshop entered at: 11:31 AM

Workshop ended at: 11:42 AM

6. Discuss and take possible action on the planning of the 2026 Volunteer Appreciation Event.

No action was taken.

7. Workshop on the planning for the Music in the Park Series.

Workshop entered at: 11:42 AM

Workshop ended at: 12:17 PM

8. Discuss and take possible action from the workshop planning the Music in the Park Series.

A motion was made by Chair Cheryl Mills to have a budget of \$375 max per event– tip jar and merchandise sales, with Vice-Chair Leslie Scott being the artist coordinator and Member Carol Lusk to be the food coordinator. Seconded by Member Carol Lusk.

Motion passed by show of hands 3-0-0

9. Workshop to discuss the possible planning of a 2027 Woodcreek Community Calendar.

Workshop entered at: 12:22 PM

Workshop ended at: 12:33 PM

10. Discuss and take possible action on the planning of a 2027 Woodcreek Community Calendar.

No action was taken.

CONSIDERATIONS FOR AGENDA ITEMS FOR NEXT REGULAR MEETING

Special Meeting to be held February 18th, 2026 at 11:00 AM.

Budget and calendar update for Council for March meeting.

ANNOUNCEMENTS

1. Save the Date- March 13, 2026: Required Training 9:00 AM to Noon at City Hall with lunch provided.

ADJOURN

The meeting adjourned at 12:50 PM.

BY: _____
Kari Lebkuecher, City Secretary

	2026 Community Events Calendar				
	Event Date	Event	Budget		
2025-2026 Annual Budget	Thursday, February 26	Volunteer Appreciation Party	\$3,500		MOVE TO CYJ
	Friday, March 6th	Music in the Park Series - Night 1/3	\$400		
	March 28, 2026	Emergency Preparedness Fair	FD	\$500	
	Friday, April 3rd	Music in the Park Series - Night 2/3	\$400		
	Saturday, April 4th	Community Egg Hunt at Augusta Park	\$750		
	Saturday, April 11th	City Wide Garage Sale*	\$0		
	Sunday, April 26th	5th Annual Arbor Day	\$1,500		
	Friday, May 1st	Music in the Park Series - Night 3/3	\$400		
	Friday, July 3rd	Fourth of July Parade Float	\$1,800		
	Sunday, August 23, 3-6pm	Neighbors Day Out Pool Party	\$1,600		Add Volunteer Appreciation
2026-2027 Annual Budget	Friday, October 30, 5-7pm	Spooktacular Fall Fest**	\$4,000		
	Sunday, November 8, 3-5pm	Fall Tree Giveaway**	\$1,000		
	Sunday, December 13, 3-5pm	Jingle & Mingle - Letters to Santa**	\$2,000		
	**Requires future budget approval				TOTAL
		Total Estimated Cost from 2025-2026 Budget	\$10,350	\$0	\$14,500
		Total Estimated Cost from 2026-2027 Budget	\$7,000	\$0	

Spooktacular	Expenses:	\$4,000					
\$4,000	Inflatables & Entertainment	\$2,500					
October 30, 2026	Porta-potty + handwashing station	\$510					
	Candy	\$450					
	Water & Ice	\$40					
	Marketing & Signage	\$100					
	Decorations & Misc Supplies	\$400					
Fall Tree Giveaway	Expenses:	\$800					
\$800	Marketing & Signage	\$200					
November 8, 2026	Education	\$100					
	Tree/Native Plants to giveaway	\$500				\$345	\$350
Christmas Event	Expenses:	\$2,000					
\$2,000	Inflatables & Entertainment	\$850					
December 13, 2026	Food & Drinks	\$150					
	Crafts & Games	\$200					
	Letters to Santa postage	\$100					
	Decorations	\$200					
	Marketing & Signage	\$200					
	Porta-Potty	\$300					

MUSIC IN THE PARK		Expenses:		\$1,200
\$1,200		Bands (x3 max \$375 ea)		\$1,125
SPRING 2026		Signs		\$75
Teen Appreciation Party		Expenses:		\$3,500
\$3,500		Food		\$1,900
February 2026		Gifts & Awards		\$450
		Decorations & Decor		\$150
		Entertainment		\$1,000
Agency Preparedness Fair		Expenses:		\$500
\$500		Marketing Swag/Giveaways		\$400
March 28, 2026		Misc.		\$100
Community Egg Hunt		Expenses:		\$750
\$750		Easter Eggs & Candy		\$70
April 4, 2026		Face Painter		\$300
		Marketing & Signage		\$250
		Coffee & Donuts		\$30
		Misc. (decorations, games)		\$100
Arbor Day		Expenses:		\$1,500
\$1,500		Porta-Potty		\$250
April 26, 2026		Marketing & Signage		\$300
		Foodtruck, NA drinks & ice		\$500
		Educational & Entertainment		\$150
		Face painter		\$300
Fourth of July Parade		Expenses:		\$1,800
\$1,800		Float Decorations + trinkets		\$200
July 3, 2026		Parade Registration		\$250
		Candy		\$600
		Coffee & Donuts		\$50
		Haybales (gets returned)		\$90
		Parade Handouts - hand fans		\$600
		Water		\$10
Neighbors Day Out @ CYJ		Expenses:		\$1,600
\$1,600		Security		\$320
August 23, 2026		Lifeguard		\$150
		Wimberley Shave Ice		\$400
		Decorations & Misc Supplies		\$230
		Entertainment		\$250
		Food & Drinks		\$250

ADD VOLUNTEER APPRECIATION EVENT & BUDGET TO CYJ DAY				

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