



**REGULAR TREES & PARKS BOARD MEETING**  
**July 16, 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: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.

**CONSENT AGENDA**

**1. Approval Of Trees And Parks Board Minutes From June 18, 2025.**

Documents:

[250618 Trees and Parks Board Meeting Minutes \(1\).pdf](250618 Trees and Parks Board Meeting Minutes (1).pdf)

## **REPORT FROM COUNCIL LIAISON**

### **REGULAR AGENDA**

- 1. Discuss And Take Possible Action For A Volunteering Trees And Parks Board Member To Be Point Of Contact With The Community Relations Committee.**
- 2. Discuss And Take Possible Action Of Setting November 9, 2025 Between 3-5 PM As The Tree Giveaway Date.**
- 3. Discuss And Take Possible Action To Coordinate A Lunch And Learn With AQUA Texas For Educational Purposes.**
- 4. Workshop To Discuss Trees And Parks Board Budget Line Items For The Fiscal Year Of 2025-2026.**
- 5. Discuss And Take Possible Action On Trees And Parks Board Budget Line Items 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 PM on the 11th day of July, 2025.

By: \_\_\_\_\_  
Kari Lebkuecher, City Secretary

# **TREES & PARKS BOARD MEETING**

**June 18th, 2025; 4:30 PM**  
**Woodcreek, Texas**

---

## **MINUTES**

### **CALL TO ORDER**

### **ROLL CALL & ESTABLISH QUORUM**

#### **Present:**

Chair Jacob McElroy  
Vice Chair William Drumwright  
Secretary Shannon Suberbelle-Claussen  
Judy Newton  
Linda Swedberg  
Mayor Jeff Rasco

### **PUBLIC COMMENTS**

No public comments were made

### **CONSENT AGENDA**

- 1. Approve Minutes from the April 14, 2025 meeting.**  
Approval of minutes passed by show of hands 4-0-0

### **REPORT FROM COUNCIL LIAISON**

### **REGULAR AGENDA**

- 2. Discuss and take possible action Educating the Public on Trees in Woodcreek.**

Vice Chair William Drumwright made a motion to get AQUA together for a breakfast/lunch and invite the master naturalist/gardeners and the homeowners of Woodcreek for educational purposes. Seconded by Board Member Linda Swedberg.

Motion passed by show of hands 4-0-0

Will be on next agenda for further discussion

**3. Discuss and take possible action on Parks Master Plan.**

Board Member Judy Newton made a motion to proceed with meeting at each of the parks starting with Augusta Park, and meeting the second week of July. The board will meet with no actions to be taken, only to evaluate and determine the needs and potential improvements. Seconded by Board Member Linda Swedberg.

Motion passed by show of hands 4-0-0

Board Member Linda Swedberg left meeting at 5:39 PM

**4. Discuss and take possible action on Tree Care for our Newly Planted Trees in various places around the neighborhood.**

No action was taken on this agenda item.

**5. Discuss and take possible action regarding areas in Woodcreek for Wildscaping that encourages insects, birds, bees and butterflies.**

Board Member Judy Newton made a motion to consider Jonah Stonesifer to volunteer to do 20 hours of work in a week at \$25 an hour and for Council to review the proposal for the Augusta Park design to begin the initial phase.

Motion passed by show of hands 4-0-0

**6. Workshop on the Trees and Parks Binders including a possible mission statement and continuing education for the Trees and Parks Board.**

Workshop entered at 6:08 PM

Workshop ended at 6:25 PM

**7. Workshop on Budget for the 2025-2026 Fiscal Year.**

Workshop entered at 6:25 PM

Workshop ended at 6:38 PM

**8. Discuss and take possible action on the Budget for the 2025-2026 Fiscal Year.**

Secretary Shannon Suberbelle-Claussen makes a motion to go to Council for a \$10,000 budget for the Trees and Parks Board for the fiscal year of 2025-2026.

Seconded by Chair Jacob McElroy.

Motion passed by show of hands 4-0-0

**CONSIDERATIONS FOR AGENDA ITEM ON NEXT REGULAR MEETING**

**ANNOUNCEMENTS**

**ADJOURN**

Meeting adjourned at 6:41 PM.

**BY: \_\_\_\_\_**

*Jacob McElory, Chairperson*

**ATTEST: \_\_\_\_\_**

*Shannon Suberbelle-Claussen, Secretary*