

TREES & PARKS BOARD MEETING (CITY HALL)

September 17th, 2025: 4:30 PM

WOODCREEK CITY HALL – 41 CHAMPIONS CIRCLE

MINUTES

CALL TO ORDER: Call to order at 4:33PM

ROLL CALL and ESTABLISH QUORUM

PRESENT

Chairperson Jacob McElroy

Vice Chairperson Bill Drumwright

Secretary Shannon Suberbielle-Claussen

Board Member Judy Newton

Board Member Linda Swedberg

PUBLIC COMMENTS

No Public Comments Were Offered

CONSENT AGENDA

- 1. Approval of Trees and Parks Board Minutes from August 20th, 2025.
A motion was made by Member Judy Newton to approve the August 20th Minutes. Vice Chair Bill Drumwright seconded the motion.**

Voting Yea; All Members of the Board

Motion Passed 5-0-0

REPORT FROM COUNCIL LIAISON

Mayor Jeff Rasco relayed that all Board and Committee Members must submit in writing to City Staff as to whether they would like to stay on their respective board or

committee or leave before December 2025. Any new persons can submit an application for any open spots by December.

Also, landscape companies need contacting by a member of the Board. City Manager is waiting on recommendations to contact and present to council.

Mayor Rasco relayed information on regular outdoor music concerts at the Triangle. The Trees and Parks Board would collaborate with Community Relations Committee on a variety of musical acts and genres.

Mayor Rasco also relayed that council brought forward a Resolution to create a parkland fund. Once all bills are paid, 3% of unallocated funds will continue to accrue to be used towards acquiring or improving parks and greenspace.

Lastly, the Watershed Association is possibly hosting a working, educational workshop on November 8th, 2025 at Triangle Park. Workshop includes ways to conserve water and native planting around Gazebo.

REGULAR AGENDA:

1. Discussion and Possible Action Regarding Beautification Of The Rainwater Tank By Gazebo At Triangle Park.

A Motion was made by Member Linda Swedberg that the water tank in Triangle Park be painted a sage green with the option of adding the Woodcreek Parks Logo at any time. Member Judy Newton seconded the motion.

Voting Yea: 4 Members of the Board

Voting Nay: 1 Member of the Board

Motion passed 4-1-0

2. Discussion and Take Appropriate action on Moving Forward With New Tree Planting At Brookmeadow And Shady Grove, Per Council's Recommendation.

A Motion was made by Chairperson Jacob McElroy to direct City Staff to acquire a Mexican Sycamore Tree to plant at Brookmeadow and Shady Grove.

Member Linda Swedberg Seconded the Motion.

Voting Yea: All Members of the Board

Motion passed 5-0-0

3. Workshop for Tree Giveaway.

Details on where to purchase trees, raffle items, food, educational speakers, donations and moving the giveaway to a new location was discussed.

Entered: 5:33 PM

Exited: 6:20 PM

4. Discussion and Possible Action on November Tree Giveaway.

A Motion was made by Chairperson Jacob McElroy to seek Council's approval to Have Two Educational components, New location at City Hall, Three Speakers and Purchase up to 75 trees not to exceed \$500 for the November 9th Tree Giveaway. Motion was seconded by Vice Chairperson Bill Drumwright.

Voting Yea: All Present Members of the Board

Motion Passed 4-0-0

5. Discussion and Possible Action To Request Council's Approval of Hiring A Landscape Company Focusing on Native Plants In the City's parks, Not to Exceed \$6,000 From The Trees And Parks Board 2025-2026 Budget, And Request Staff To Request Bids For The Services.

A Motion was made by Chairperson Jacob McElroy to notify City Staff that a subcommittee consisting of Member Judy Newton and Vice Chairperson Bill Drumwright, was created to petition to find vendors for hire by October's Trees and Parks Board Meeting.

Motion was seconded by Secretary Shannon Suberbielle-Claussen.

Voting Yea: All Present Members of the Board.

Motion Passed: 4-0-0

6. Discussion and Possible Action On Recommendations For Council On Creating A Dog Park Within The city of Woodcreek.

A Motion was made Vice Chairperson Bill Drumwright to table this item for further information and discussion. Chairperson Jacob McElroy seconded the motion.

Voting Yea: All Present Members of the Board

Motion Passed: 4-0-0

CONSIDERATIONS FOR AGENDA ITEMS FOR NEXT REGULAR MEETING

ANNOUNCEMENTS

ADJOURN

Meeting adjourned at 7:07 PM

BY: _____

Shannon Suberbielle-Claussen, Secretary

ATTEST: _____

Jacob McElroy Chairperson

A handwritten signature in black ink, appearing to read 'J McElroy', is written over a horizontal line. The signature is fluid and cursive.