

PARKS AND RECREATION BOARD MEETING
November 30, 2022; 5:30 PM
Woodcreek, Texas

MINUTES

CALL TO ORDER

Chair Rawlings called the meeting to order at 5:31PM.

PLEDGES

ROLL CALL AND ESTABLISH QUORUM

PRESENT

Chairperson Pat Rawlings
Vice-Chairperson Karen Poe
Board Member Ruth Ann Gilbert

ABSENT

Board Member Cody Abney
Board Member Elizabeth Maurer

A quorum was present.

STAFF PRESENT

Administrative Assistant Maureen Mele

PUBLIC COMMENTS

No public comments were offered.

CONSENT AGENDA

1. Approval of Parks and Recreation Board Meeting Minutes from October 19, 2022

A motion was made by Vice-Chair Poe to approve the minutes of the Parks and Recreation Board meeting of October 19, 2022. The motion was seconded by Board Member Gilbert.

A roll call vote was held.

Voting Yea: Chairperson Rawlings, Vice-Chair Poe, Board Member Gilbert

The motion carried with a 3-0-0 vote.

REGULAR AGENDA

2. Discuss SpookTacular Event and Lessons Learned

A recap of the SpookTacular event discussion is below:

- there was a large turnout of approximately 200
- the parade judges would like the golf carts to stop at the triangle
- the two inflatables, one for older children and one for younger children worked out well
- games were successful but more inexpensive prizes needed
- more treat bags needed
- need helpers at festival area prior to end of parade since children already on-site
- may want two hula-hoop games
- railings are needed on the steps up to the stage
- costume contest needs to happen in less time, maybe group contestants instead of

individual introductions

- possibly create subcommittee for costume contest
- possibly advertise on the golf course for parade entries

3. Discuss and Take Appropriate Action on Woodcreek Christmas Decorations

The Christmas decorations are to be put on display by an outside vendor with guidance from the Parks and Recreation Board. Depending upon the day that the vendor is doing this will determine which Board Member will help with the placement.

4. Discuss and Take Appropriate Action on Luminaria Event

A motion was made by Chairperson Rawlings to distribute luminaria's to Woodcreek residents on Dec. 16th at the City Manager's meet-and-greet, along with optional dates with the assistance of city staff.

A roll call vote was held.

Voting Yea: Board Member Gilbert, Vice-Chair Poe, Chairperson Rawlings

The motion carried with a 3-0-0 vote.

A motion was made by Chairperson Rawlings to establish a sub-committee of Board Member Gilbert and Chairperson Rawlings to confer with city staff to direct the advertising of the luminaria distribution.

A roll call vote was held.

Voting Yea: Vice-Chair Poe, Chairperson Rawlings, Board Member Gilbert

The motion carried with a 3-0-0 vote.

5. Discuss and Take Appropriate Action on the Annual City-wide Garage Sale to be Held on or About July 8, 2023

A motion was made by Chairperson Rawlings to postpone this agenda item until the next meeting. The motion was seconded by Board Member Gilbert.

A roll call vote was held.

Voting Yea: Board Member Gilbert, Vice-Chair Poe, Chairperson Rawlings

The motion carried with a 3-0-0 vote.

ADJOURN

Chairperson Rawlings adjourned the meeting at 6:34PM.

Pat Rawlings, Chairperson

Suzanne Mac Kenzie, City Secretary