

**PARKS AND RECREATION BOARD MEETING (CYJ)**  
**November 09, 2021; 1:00 PM**  
**Woodcreek, Texas**

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**MINUTES**

**CALL TO ORDER**

Chairperson Rawlings called the meeting to order at 1:02PM.

Board Member Gilbert arrived at 1:03PM.

**PLEDGES**

**ROLL CALL**

**PRESENT**

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

**ABSENT**

Board Member Cody Abney

**STAFF PRESENT**

City Manager Brenton Lewis  
City Secretary Linda Land  
City Inspector Joe Tijerina  
Administrative Assistant Maureen Mele

**PUBLIC COMMENTS**

No Public Comments were offered.

**CONSENT AGENDA**

**1. Approval of Parks and Recreation Board meeting minutes from October 12, 2021**

A motion was made by Vice-Chairperson Poe to approve the minutes. The motion was seconded by Board Member Little.

A roll call vote was held.

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

Absent and Not Voting: Board Member Abney

The motion carried with a 4-0-1 vote.

**REGULAR AGENDA**

**2. Discussion and Take Appropriate Action on Setting a Meeting Date and Time**

A motion was made by Vice-Chairperson Poe to move the meetings from 1:00PM to 2:30PM beginning with the next meeting to accommodate all members. The motion was seconded by Board Member Gilbert.

A roll call vote was held.

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

Absent and Not Voting: Board Member Abney

The motion carried with a 4-0-1 vote.

### 3. **Discuss SpookTacular Event and Lessons Learned**

Discussion included:

- thanks to Board Members and Mayor Whitehead and City Staff,
- Board Members working well together
- possible food trailers next year
- costume contest for different age groups with a more formal set-up
- two large inflatable rentals for next year to separate older children from younger children for safety
- budget concerns
- citizens directing traffic worked well
- flyers on affected residents' doors helped
- time of day for event was good
- thank you to King Feed for donating use of hay bales
- thank you to Quicksand Golf Course for donating use of location
- treat bags were well received
- more games needed for next year

### 4. **Discussion and Take Appropriate Action on Possible Holiday Events**

Discussion included:

- possible Christmas choir at triangle
- Board Member Abney and Chairperson Rawlings to inventory current city holiday decorations and possibly acquire new decorations
- city holiday decorations scheduled to be lit the day after Thanksgiving

### 5. **Discussion and Make a Recommendation to City Council on Accepting Outside Financial Donations for Parks**

Discussion included:

- Board is waiting to hear about POSAC grant application
- donations could be used for Augusta Park improvements for ping-pong table, cornhole game, ...
- may create wish list for Augusta Park
- may need City Council to set up budget line item for donations to Parks
- donations should be held in fund without spending until POSAC decision is announced so that if grant is received the city's required expenditure in conjunction with grant would include these donations

A motion was made by Chairperson Rawlings that the Parks and Recreation Board make a recommendation to City Council that a mechanism be set up to be able to accept donations for park related expenditures. The motion was seconded by Board Member Gilbert.

A roll call vote was held.

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

Absent and Not Voting: Board Member Abney

The motion carried with a 4-0-1 vote.

**ADJOURN**

Chairperson Rawlings adjourned the meeting at 1:59PM.

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**Pat Rawlings, Chairperson**

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**Linda Land, City Secretary**

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