

**PARKS AND RECREATION BOARD MEETING (CITY HALL)**  
**September 26, 2024; 5:30 PM**  
**Woodcreek, Texas**

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**MINUTES**

**CALL TO ORDER at 5:32pm**

**ROLL CALL and ESTABLISH QUORUM**

**Present:**

Chair Ruth Ann Gilbert  
Vice Chair Cody Abney  
Member Justin Camp  
Member Becky Denton  
Member Elizabeth Maurer  
Alternate Member Monica Rasco  
Alternate Member Russell Scott  
Board Liaison Bob Hamrick  
Mayor Jeff Rasco

**PUBLIC COMMENTS**

None

**CONSENT AGENDA**

1. Approval of Minutes From Regular Parks and Recreation Board Meeting August 22, 2024.
2. Approval of Minutes From Special Parks and Recreation Board Meeting September 12, 2024.

*Approval of Consent Agenda moved by Member Denton and seconded by Member Maurer, passed unanimously.*

**REPORTS**

3. Report by Chairperson.
  - Results of communication with Fifth Room regarding the creation of a second opening in the gazebo at the Triangle.
4. Report on Eagle Scout Rainwater Collection Project at Augusta Park (Member Justin Camp)  
*Began July 13, August 13 rafters and donated tank installed. Additional items have been delivered and completion will be soon. Possible delivery of water to fill tank with no rain in the forecast.*

**REGULAR AGENDA**

5. Workshop To Clarify Role As An Advisory Board, Including Liaison 411 Policy. (Denton)  
*Workshop opened at 5:42pm  
Specific questions posed regarding proper procedures, especially communication between Board, Council Liaison, and City Staff. Mayor Rasco provided thoughts on best practices.*

*Discussed walking quorums, reporting to Council, directions from Council, creating agendas.  
Workshop closed at 5:53pm*

6. Workshop to Discuss A More Simplified Accounting of Parks and Recreation Board Expenditures Throughout the Year, To Be Included In Packet. (Scott)  
*Workshop opened at 5:53pm  
After discussion of process, including FundView reporting, Board is requesting Staff and contracted accountant to provide monthly expenditures against project budgets. Member Scott to create sample Excel spreadsheet.  
Workshop closed at 6:10pm*
7. Discuss and Take Possible Action On Workshopped Item Related To Discussion of Simplified Accounting of Parks and Recreation Board Expenditures Throughout the Year.  
*Motion to table until next meeting passed unanimously*
8. Discuss and Take Possible Action To Make A Recommendation To City Council To Request Authorization To Use Monies From The Parks Board Expense Account, Not To Exceed \$6,000, For The Completion of The "Loose Parts", Natural Educational Play Area at August Park. (Item Tabled During September 12, 2024, Parks Meeting and Brought Back For Discussion)  
*Reviewed expenditures to date, need additional information from POSAC report (~\$9,000 remaining). Because available funds were not able to be expended before the fiscal year ends, and the budget has been approved for the next fiscal year, Parks Board is requesting reserve funds to replace the unspent funds and carry the work forward.  
  
Motion by Vice Chair Abney to recommend to City Council to set aside from City reserves monies in the amount of \$6,000 for the Completion of the "Loose Parts" natural educational play area at August Park. Seconded by Russell Scott and passed unanimously.*
9. Discuss and Take Possible action to make a recommendation to the City Council to request authorization to use the monies from the POSAC account, not to exceed \$8500.00.  
*Motion to table until next meeting passed unanimously*
10. Discuss 2024 Spooktacular plans and respond to the opportunities list.  
*Broad discussions and assignments on marketing, staffing, and other logistics*

#### **Announcements**

1. Augusta Park Work Weekend September 27th & 28th for 1 1/2 hours Saturday at 8:30 AM and Sunday at 9:00 AM. Bring any yard tools for weeding, gloves, weedeating & bags for weed trash.  
*Needs to be rescheduled*
2. Reminder of Tree Board Tree Giveaway in November 9, 2024.

**ADJOURN at 7:05pm**

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*Ruth Ann Gilbert, Chair*

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*Bob Hamrick, Board Liaison*