

**CONROE PARKS AND RECREATION DEPARTMENT  
BOARD MEETING MINUTES**

*Monday, March 13, 2023*

*Parks & Recreation Administration Conference Room*

*located at*

*1504 Parkwood West, Conroe, Texas 77301*

**MEMBERS PRESENT**

Kent Hineman  
Cil Steinkopf  
Susan Law  
Mary Anne Metcalf, Vice-Chair  
San Cheng  
Councilwoman Marsha Porter (by phone)

**OTHERS PRESENT**

Lauren Arnold, Asst. Director- Parks  
LynnLi B. Joseph, Admin. Asst.  
Mike Riggins, Director  
Scott Perry, Asst. Director- Recreation  
Josh Tuck, Nat'l Park Service (Zoom)  
Nancy Mikeska, Asst City Admin.

**I. Approval of Minutes**

At 4:30pm on Monday, March 13, 2023, Mrs. Mary Anne Metcalf called the Conroe Parks and Recreation Advisory Board Meeting to order. There were no minutes to approve from the meeting on February 13, 2023 due to no quorum.

**II. National Park Service Presentation**

Mr. Josh Tuck joined the meeting via Zoom and gave a short presentation about the Owen Park Project Grant and Plan. He discussed the plan to survey the public to hear what they want in the park in the middle of April and next steps.

**III. Monthly Activity Report**

Mr. Lauren Arnold gave updates on Staff Development and Recognition, Upcoming Events, and reviewed Park Operations for the month of February. Mr. Scott Perry reviewed Recreation Operations for the month of February. Mr. Mike Riggins gave the Financial Overview.

**IV. Other**

- A) Mrs. Nancy Mikeska introduced herself to the Board as the new Assistant City Administrator. She advised that City Council would like to see an emphasis on programs for Seniors.
- B) Mr. Kent Hineman made a motion to adjourn the meeting. Mrs. Cil Steinkopf seconded the motion. The meeting was adjourned.