

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

*Monday, January 8, 2024  
Conroe Senior Center  
located at  
1202 Candy Cane Lane, Conroe, Texas 77301*

**MEMBERS PRESENT**

Kent Hineman  
Cil Steinkopf  
Don Williams  
Mary Ann Metcalf, Vice-Chairperson  
San Cheng

**OTHERS PRESENT**

Lauren Arnold, Asst. Director- Parks  
Nancy Mikeska, Asst. City Admin.  
Mike Riggins, Director  
Scott Perry, Asst. Director- Recreation

**I. Approval of Minutes**

At 4:30pm on Monday, January 8, 2024, Mrs. Mary Ann Metcalf called the Conroe Parks and Recreation Advisory Board Meeting to order. Mrs. Cil Steinkopf made a motion to accept and approve the minutes from the last meeting on December 18, 2023 as written. Mr. Don Williams seconded the motion. The minutes were accepted and approved unanimously.

**II. National Park Service**

Expected guests were not in attendance to present information.

**III. Monthly Activity Report**

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

**IV. Other**

Mr. Kent Hineman made a motion to adjourn the meeting. The motion was seconded by Mr. San Cheng. The meeting was adjourned.