

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

*Monday, February 13, 2017  
Parks & Recreation Administration  
Conference Room*

**MEMBERS PRESENT**

Susan Law, Vice-Chair  
Denny Buckalew  
Mary Tolbert  
Mary Ann Metcalf

**OTHERS PRESENT**

Mike Riggins, Director  
Lauren Arnold, Parks Superintendent  
Rob Hamilton, Recreation Manager  
LynnLi B. Gibson, Secretary

**I. Approval of Minutes**

At 4:30 p.m. on Monday, February 13, 2017, Mrs. Susan Law called the Conroe Parks and Recreation Advisory Board Meeting to order. Mr. Denny Buckalew made a motion to approve the minutes from the January 9, 2016 meeting and was seconded by Ms. Mary Tolbert.

**II. Heritage Place**

Mr. Mike Riggins received a letter from citizen, Vernon Bowers, requesting to change the name of Heritage Place to honor the late John "Jay Ross" Martin, III. After discussion, Mr. Denny Buckalew made a motion to leave the name as Heritage Place. The motion was seconded by Mrs. Susan Law. The Board voted unanimously in favor of the motion.

**V. Monthly Activity Report**

Mr. Lauren Arnold reviewed the Park Operations overview. Mr. Rob Hamilton reviewed Marketing, and Recreation Operations. Mr. Mike Riggins reviewed Staff Development, the Financial Overview and Upcoming Events.

**VI. Other**

A motion was made by Ms. Mary Tolbert to adjourn the meeting. It was seconded by Mr. Denny Buckalew. The meeting was adjourned.