



**MINUTES**  
**Parks and Recreation Advisory Meeting**  
**Recreation Center**  
**September 03, 2015**

**Present**

Leo Rosales – Parks Chairperson

Anisa Gonzalez – Member

Tito Mata – Member

Dillon Vanderford – Member

Damaris McGlone – Parks Director

Carlos Velica – Parks Staff

Arlene Laboy - Citizen

Derek Benavides – Member

Jerry Hatley - Member

Meri Heggie – Member

Myrta I. Garcia - Member

Cory Vander Veen – Assistant Parks Director

Araceli Sandoval – Parks Staff

**1) Meeting called to order by Parks Chairperson Leo Rosales at 12:09 p.m.**

**2) Approval of minutes**

- Minutes of last meeting (July 09, 2015) approved on a motion by Mr. Derek Benavides, seconded by Mr. Tito Mata, motion carried.

**3) Chairperson's Report**

- Gave a brief statement on this being his last day as Parks Chairperson due to his term expiring and his importance on being on the Parks & Recreation Advisory Committee and being part of the committee. Discussed the Parks Master Plan and the importance of continuing in the right direction for the future of the parks. Thanked the City of Brownsville for letting him serve in the Parks and Recreation Committee and to the city commissioners who he reached out to for help in providing fields for the young girls to play kickball when they didn't have one and approving for a new location at the 511 property. Also wanted to thank previous and current commissioners & the mayor for their support, the Parks & Recreation department, previous Parks Director's Mr. Skip Keller & Mr. Chris Patterson and current Director Damaris McGlone, who is doing great things for the department and for the parks. Commented on how happy he was with the standards they are proposing for the Golf Center and hope they do the same for the Brownsville Sports Park. Wanted to thank past & present Parks Advisory Board members also Mr. Derek Benavides, current Parks Chairperson who will do a great job in his place and lastly thank Commissioner Longoria, who appointed him to the Parks & Recreation Advisory Board Committee.

#### **4) Public Comment**

- Arelene LaBoy gave a brief presentation on having an organization called the Veterans Women's United and having a statue made for the organization. Commented that she would like to have a planning committee for the Veterans Day event and hopefully have it ready by November to present it at the Veterans Day parade. Stated that the names of the members currently on the organization would be on the base of the statue, Charlie Clark Nissan is sponsoring the statue and that the city commission had already given their approval.

#### **5) Introduce new Assistant Parks & Recreation Director Cory Vander Veen**

- New Assistant Parks Director Cory Vander Veen introduced himself to the Parks Advisory Committee and the persons in attendance. Gave a brief update on his background and qualifications he has and is excited to be working for the Parks and Recreation Department and the City of Brownsville as well. Also commented on hoping to work together with the Parks Advisory Board Committee and improving the Parks areas.

#### **6) Statement of Appointed Officer & Oath of Office for recently appointed or re-appointed Parks Advisory Board members to the Parks & Recreation Advisory Board Committee.**

- Parks Chairperson Mr. Rosales asked recently appointed Board members, Mr. Jerry L. Hatley, Mrs. Anisa Gonzalez, Mr. Dillon Vanderford and Mrs. Myrta I. Garza to stand and take the Statement of Appointed Officer & Oath of Office in order to be officially sworn in to the Parks and Recreation Advisory Board Committee. On September 03, 2015 all four (4) Board members were sworn in by Parks Chairperson Mr. Leo Rosales and witness by current board members and persons in attendance.

#### **7) Director's Report (Damaris McGlone)**

- Commented that she is part of several sub-committees including the sub-committee for the Ringgold Street design which is part of Mitte Cultural District.
- Board Member Mrs. Garza commented that there are so many historical sites people can go and see in Brownsville perhaps that is something the Mitte Cultural District might look into it and implement it to their plans as well.
- Reported on getting the new Assistant Parks & Recreation Director Mr. Cory Vander Veen up to speed with the day to day logistics of the Parks department.
- Introduced Araceli Sandoval, Administration Specialist II for the Parks & Recreation department, who gave a brief overview of the Parks department budget and answer any questions in-reference to the budget. Board members asked what was the role of the Parks department with the Farmer's Market. Parks Director commented that the department only supports the Farmer's Market in setting up and that part of the Parks maintenance overtime goes toward the Farmer's market. Board members asked if the totals on the budget report were accurate due to some totals not adding up correctly. Mrs. Sandoval commented that this was just a general summary of the budget some of the expenses had not been posted.
- Parks Chairperson commented that he would like to see on the budget a break down on how much expenses is being utilize towards parks, how much is funded, etc. Board member Mr. Mata suggested for the next board meeting of seeing the profits from green fees at the Brownsville Golf Center.

- Reported also that the department is implementing a Golf policy & procedures manual, hoping on having some type of standards in place for the Brownsville Golf Center.

## 8) Discussion Period

- There was a brief discussion among the Parks Advisory Board members and the Parks Director Damaris McGlone for consideration and action to adopt the Parks & Recreation Advisory Board Committee's By-laws. Parks Chairperson Mr. Rosales had a question in regard to Article 11. Adoption, Repeal, Amendments, Section: A. on the By-laws. After a brief discussion, the board members and the Parks Director clarified Article 11 of the by-laws.
- Parks Chairperson wanted to know what was the status on the Sports Park. Parks Director Damaris commented that there was a joint committee meeting recently but the agenda item for the Brownsville Sports Park was tabled due to B.C.I.C. not providing all the information as requested by the City Commission. Parks Chairperson commented if the B.C.I.C. was still marketing the Sports Park and not the Parks department? Parks Director commented that it is a partnership between the city and the B.C.I.C.
- A motion was requested by Board Member Mr. Mata to end the discussion period on the by-laws, seconded by Mr. Jerry Hatley, motion carried.

### a. Consideration and Action to adopt the Parks and Recreation Advisory Board Committee's By-laws.

Approved on a motion by Parks Chairperson, Mr. Rosales, seconded by Mr. Jerry Hatley, motion carried to adopt the Parks and Recreation Advisory Board Committee's By-laws.

- Parks Director asked Board members if they had reviewed the Parks Master Plan and if there were any changes that needed to be done. After a brief discussion, all board members were in agreement with the Parks Master Plan and its presentation.
- A motion was requested by Board member Mr. Tito Mata to end the discussion period on the Parks Master Plan, seconded by Mrs. Meri Heggie, motion carried.

### b. Consideration and Action to adopt the Parks Master Plan.

Approved on a motion by Board Member Mr. Tito Mata, seconded by Mr. Jerry Hatley, motion carried to adopt the Parks Master Plan. Parks Director Damaris commented that the Parks Master Plan would be placed at the next city commission meeting on September 15, 2015.

- Board Member Mr. Mata excuse himself from the Parks meeting.
- Board Member Mr. Derek Benavides wanted the minutes to reflect on acknowledging Board member Mrs. Meri Heggie for serving on the Parks Advisory Board Committee for 8 years.

## 9) Adjournment – meeting was adjourned at 1:17 p.m.