CITY OF ROSENBERG
PARKS AND RECREATION BOARD MEETING MINUTES

On this 27th day of July 2017, the Parks and Recreation Board of the City of Rosenberg, Fort Bend County, Texas, met in a Regular Session at Rosenberg Civic Center located at 3825 Hwy. 36 South, Rosenberg, Texas.

MEMBERS PRESENT
Amanda Barta  
Parks and Recreation Board Chairman
Dawnyell Gallien  
Parks and Recreation Board Vice-Chairman
Andy Peal  
Parks and Recreation Board Secretary
Rudy Cuellar  
Parks and Recreation Board Member
Edmund Samora  
Parks and Recreation Board Member
Steven Sterling  
Parks and Recreation Board Member
George Zepeda  
Parks and Recreation Board Member

MEMBERS ABSENT
Rudy Guerrero  
Parks and Recreation Board Member
Ray Kueck  
Parks and Recreation Board Member

STAFF PRESENT
Travis Tanner  
Executive Director of Community Development
Darren McCarthy  
Parks and Recreation Director
Carrie Kmiec  
Recreation Programs Coordinator
Angelica Guzman  
Administrative Technician

GUESTS PRESENT
Eric Watson  
Bridge Club
Erasmo (Kino) McHaney  
Hispanics Offering People Education (H.O.P.E)

AGENDA

CALL TO ORDER
Darren McCarthy, Parks and Recreation Director, called the meeting to order at 6:05 p.m.

1. Consideration of and action on election of a Chairman, Vice Chairman and Secretary for the 2017-2018 Parks and Recreation Board. (McCarthy)

Key Discussion: Darren McCarthy, Parks and Recreation Director, asked each Parks Board Member to introduce themselves. Board members were then nominated for Chairman, Vice Chairman and Secretary.

ACTION: Andy Peal, made a motion, seconded by Steven Sterling, nominating Amanda Barta as Chairman. George Zepeda, made a motion, seconded by Rudy Cuellar, nominating Dawnyell Gallien as Vice Chairman. Amanda Barta, made a motion, seconded by George Zepeda, nominating Andy Peal as Secretary. Each motion carried unanimously by a vote of those present.
2. Review and discuss organization, conduct of business, attendance of meetings, and advisory responsibilities of Parks and Recreation Board members, and take action as necessary. (McCarthy)

Key Discussion: Darren McCarthy stated terms are appointed for one year, read ordinances and explained three absences are allowed; unless it is an emergency the Parks and Recreation Board Member will be removed. Responsibilities were given as to make recommendations to improve Rosenberg Parks, have an interest in the Parks and the board members have no right power of authority. Amanda Barta suggested a homework assignment for each board member to familiarize themselves and go look at the City Parks. Edmund Samora questioned if board members will be receiving emails for reminders of public events. Darren McCarthy and Carrie Kmiec will ensure maps of all City Parks and email reminders of public events are distributed to each Board Member.

3. Consideration of and action on minutes of the May 25, 2017 Parks and Recreation Board Meeting. (Kmiec)

Key Discussion: Carrie Kmiec verified everyone reviewed the previous meeting minutes for clarification.

ACTION: Steven Sterling, made a motion, seconded by Andy Peal, to proceed. The motion carried unanimously by a vote of those present.

4. Consideration of and action on a proposed program for Bridge players, and take action as necessary. (Kmiec)

Key Discussion: Eric Watson presented on Bridge Club for programming to be held at the Rosenberg Civic Center due to the growing community. Mr. Watson stated there are about five or six members that attend his Bridge Club in the Sugar Land area which are residents of Rosenberg; therefore, he would like to offer another day for these members and others to play. There is a $5 fee per person and each game lasts approximately 3 hours and 15 minutes. Mr. Watson will provide the tables needed but, will need chairs for the players. Also, would like to bring coffee grounds for coffee to be made during each game. Games will be held on Mondays and proposed a time change to use Room D from 9 a.m. to 3 p.m. George Zepeda asked how this program would work and Darren clarified Mr. Watson will be under the City’s 80/20 policy agreement and a 501(c) (3) is not required. George Zepeda was also concerned about who will clean up after each game and if snacks will be provided during each game. Darren explained the 20% that is paid to the City through the agreement is paid to staff to clean up after each game. Mr. Watson responded to the snacks topic by stating it can be handled different ways. $10 instead of $5 provides snacks and other locations sometimes donate for lunches. Mr. Watson prepares monthly documents of revenues and keeps a list of player’s attendance. Scores will be posted online.

Dawnyell asked how long the agreement is for and Darren explained it is a month-to-month agreement.

ACTION: George Zepeda, made a motion, seconded by Rudy Cuellar to have bridge games on Mondays only if it does not conflict with Ballet classes. Timing will be discussed with and approved by Carrie Kmiec. Each motion carried unanimously by a vote of those present.

5. Consideration of and action on a request by Hispanics Offering People Education (H.O.P.E.) to hold a Fun Run in Seabourne Creek Nature Park on November 4, 2017. (Kmiec)

Key Discussion: Erasmo (Kino) McHaney presented a 5K Fun Run in order to raise funds which are awarded to high school seniors. Although, if another individual such as, a single parent, would like to further their education H.O.P.E. will readily accept their applications. H.O.P.E. asks students in the Fort
Bend County area to fill out an application and accept applications regardless of nationality. To qualify for a scholarship, applicants must attend a state funded college, provide an account number from the college and proof of enrollment. The 5K Fun Run is not a competitive run but, participation medals will be given to participants. All items will be donated or sponsored. Donations from each fundraiser held by H.O.P.E. are used to give scholarships to applicants and the remainder of the money is used to fund the next event.

**ACTION:** George Zepeda, made a motion, seconded by Edmund Samora for H.O.P.E. to hold the 5K Fun Run at Seabourne Creek Park on November 4, 2017 from 7 a.m. to noon. The motion carried unanimously by a vote of those present.

6. Review and discuss using Zone 8 parkland property for a proposed dog park, and take action as necessary. (McCarthy)

**Key Discussion:** Carrie Kmiec presented a PowerPoint including the regulations, activities and photos of an ideal dog park which will be located in Zone 8 off of Minonite Road. Edmund Samora stated this will help the animal shelter. Rudy Cuellar asked if there are other options for land to be used for the dog park. Amanda Barta and Darren McCarthy explained this is the only zone with land that has already been purchased by the City and has available funds. Andy Peal stated there will be a lot of maintenance and the project can be done but, it needs to be done right without cutting corners. Board members wanted to know exact location where the dog park will be constructed. Darren McCarthy will bring in a map of Zone 8 to the next meeting to show the exact location. If the board approves, the dog park needs to be designed properly.

7. Consideration of and action on Park Land Dedication Fund No. 221 – Analysis of Revenues, Expenditures, and Pavilion and Athletic Field Fee Reports for the month of May 2017 and June 2017. (McCarthy)

**Key Discussion:** Darren McCarthy provided and discussed financial monthly reports for May and June 2017. Funds need to be spent within ten years or will be returned with interest. There is a $500 impact fee charged per residential unit. These funds help build parks in the Rosenberg City limits.

**ACTION:** George Zepeda, made a motion, seconded by Rudy Cuellar approving the Park Land Dedication Fund reports and park and field rental summary reports. The motion carried unanimously by a vote of those present.

8. Review and discuss the 2017 Family 4th Celebration event, and take action as necessary. (Kmiec)

**Key Discussion:** Carrie Kmiec informed those present that the Family 4th Celebration was a success with an attendance of approximately 3,000 to 4,000 people. Both positive and negative reviews of the Triumphs were given by the guests.

9. Announcements.

**Key Discussion:** Members from First Assembly of God attended the meeting, thinking they were on the agenda. They were not and could not present their request to the Board. Board members agreed that Darren and Carrie could approve their request if the event was one-hundred people or less. Rudy Cuellar asked how often the Rosenberg Police Department patrols the parks. Darren McCarthy and Amanda Barta assured that RPD visits the parks multiple times during the day and night.
10. Adjournment.

**ACTION:** There being no further business of the Parks and Recreation Board, George Zepeda made a motion, seconded by Andy Peal, to adjourn the meeting at 8:06 p.m.

Angelica Guzman
Administrative Technician