



# City of Farmers Branch

## Minutes

### Parks & Recreation Board

Farmers Branch  
Community Recreation Center  
14050 Heartside  
Farmers Branch, TX 75234

Thursday, June 19, 2025

6:30 PM

Pecan Room

#### Meeting held at 6:30 PM

**PRESIDING:** David Jones

**PRESENT:** Adriane Young  
Barbara Leedy  
Jan Wooldridge  
Margaret Young, Emeritus

**ABSENT:** Stephen Stremel  
Jennifer Nelson-Smith

**STAFF:** Robert Diaz, Director  
Jessica Alvarado, Recreation Superintendent  
Mark Moffeit, Parks Superintendent  
Linda Gaucin, Sr. Administrative Assistant

#### A. CALL TO ORDER.

David Jones, Chair, called the meeting to order at 6:30 PM on Thursday, May 15, 2025.

#### B. CITIZEN COMMENTS

None.

#### C. AGENDA ITEMS

##### C.1 CONSIDER APPROVAL OF MINUTES FOR THE MAY 15, 2025 MEETING; AND TAKE APPROPRIATE ACTION.

Jan Wooldridge made a motion to approve the May 15, 2025, minutes as presented. The motion was seconded by Barbara Leedy. Motion carried.

##### C.2 UPDATE ON THE COMMUNITY GARDEN.

Each member of the Board provided feedback from their respective discussions with Councilmembers on the location and operation of the Community Garden. David Jones would like to continue the discussion regarding the garden at future Board meetings.

No action taken.

**C.3 REVIEW POLICY ON BOARD ABSENCES – ORDINANCE NO. 3730.**

Robert Diaz, Parks Director, addressed the board regarding Ordinance No. 3730. This ordinance pertains to board member absences from monthly meetings. Parks staff will be monitoring the absences.

No action taken.

**C.4 RECEIVE AN UPDATE REGARDING TRANSCRIBING PARK BOARD MINUTES.**

Robert Diaz, Parks Director, addressed the board and reported that Parks staff will be responsible for recording and transcribing board minutes. Linda Gaucin and Robert Diaz will work together to transcribe monthly meeting minutes. Meeting notes taken by the Board Secretary can be attached to the packet as meeting notes but will not be listed as formal minutes.

**C.5 RECEIVE RECREATION DIVISION UPDATE.**

Jessica Alvarado, Recreation Superintendent, provided the following update:

- Board members received new Polo shirts and NRPA shirts to wear at any of the Pop-Up events during July;
- TEEN Leadership Program/Urbano Olivas are contributing from the Community Garden.
- Feedback from Events Subcommittee Meeting to include request for funds to adult pop-up series – adult night only.
- Funds to support Branch Arts Live (extension to Gateway to the Globe);
- Community Outreach.
- Aquatics Assistant Manager Haylee Hamilton resigned. Ashley Munoz, Recreation Manager, is currently managing the Aquatics Center. Elianna Vasquez, Assistant Recreation Manager, is managing the Recreation Center.
- Jessica addressed the upcoming volunteer opportunities with the Board.

**C.6 RECEIVE PARKS DIVISION UPDATE.**

Mark Moffeit, Parks Superintendent, provided the following update for the Board:

- 72,000 feet of sod laid at Mercer Park.
- South side landscape is complete.
- July 1 work session with City Council on Mercer.
- The Parks Division is getting caught up on all projects and maintenance due to all the rain.

**C.7 RECEIVE PARD DEPARTMENTAL PROJECT UPDATE.**

Robert Diaz, Parks Director, reported that the website continues to be updated.

- Squire Park – June 5 meeting at Vivian Field, reference Squire had a small showing.
- Staff received some good feedback. The survey is open until the 3<sup>rd</sup> week of June.

**C.8 RECEIVE AN UPDATE FROM BOARD MEMBERS ON PARKS, PROGRAMS, EVENTS, OR FACILITIES ATTENDED IN THE CITY OF FARMERS BRANCH.**

- David Jones: How does the City of Farmers Branch address the homeless population in the City?
- Jan Wooldridge: The Branch Connection Reopening facility looked lovely. The TBC is offering some of the same programs as well as a lot of new programs, and meeting a lot of needs and interests.
- Adriane Young: Natatorium classes and the Recreation Center are doing well. Swim classes, a lot of kids.
- Jan Wooldridge: Historical Park had a school tour and was very knowledgeable about all aspects of the park. Many residents do not know that the Farmers Branch has a Historical Park; this was a great experience.

**C.9 DISCUSS POTENTIAL AGENDA ITEMS FOR FUTURE MEETINGS.**

- No meeting in July.
- Community gardens follow-up.
- Updates on parks.
- Feedback on the events/NRPA Pop-Ups.

**D. ADJOURNMENT.**

Barbara Leedy made a motion to adjourn the meeting. The motion was seconded by Jan Wooldridge. The motion carried. The June 19, 2025 meeting adjourned at 7:17 p.m.

**Note: A full video of the meeting is available on the YouTube FBTV channel.**

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David Jones, Chair

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Linda Gaucin, Sr. Administrative  
Assistant