



# City of Farmers Branch

## Minutes

### Parks & Recreation Board

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

Thursday, May 15, 2025

6:30 PM

Pecan Room

#### Meeting held at 6:30 PM

**PRESIDING:** David Jones

**PRESENT:** Jennifer Nelson-Smith  
Adriane Young  
Barbara Leedy  
Jan Wooldridge  
Margaret Young, Emeritus

**ABSENT:** Stephen Stremel

**STAFF:** Robert Diaz, Director  
Jessica Alvarado, Recreation Superintendent  
Mark Moffeit, Parks Superintendent  
Ashley Munoz, Recreation Manager  
Jocelyn Avina, Community Events Manager  
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 APRIL 17, 2025 MEETING; AND TAKE APPROPRIATE ACTION.

Adriane Young made a motion to approve the April 17, 2025, minutes, with the following amendments:

- Under B. Citizen Comments, Bullet 4, delete "spill";
- Under C.2. Community Garden, include the following verbiage: Barbara Leedy reported that Urbano Olivas has been responsive and open to considering ideas and letting her know when it's not a good idea. She challenges the Department of Parks and Recreation to do what they can to retain Urbano Olivas;
- Under Bullet 8, delete the comma after City Manager;
- Under C.6 Update from Board Members, replace Bullet 1 with the following verbiage: Jennifer Nelson-Smith attended Gateway to the Globe. It was a great event, well attended. Enjoyed the food she ate.

The motion was seconded by Jan Wooldridge. Motion carried.

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

- Board members discussed their outreach to Councilmembers regarding the Community Garden.
- Barbara reported that garden members want to remain under the City.
- Robert Diaz, Director, reported the City is beginning to work on the upcoming budget and the community garden will be a part of those budget discussions.

No action taken.

**C.3 UPDATE ON THE COMMUNITY EVENTS SUBCOMMITTEE.**

Jennifer Nelson-Smith reported that the Events Subcommittee held its first meeting. Discussions included:

- The subcommittee does not want to remove any events but wants to add more;
- Discussed creating a budget for low-cost, pop-up events in city parks to be discussed at the June meeting;
- Adriane Young will attend the June meeting for Jennifer and Stephen Stremel due to scheduling conflicts.

No action taken.

**C.4 DISCUSS 2<sup>nd</sup> QUARTERLY REPORT UPDATES:**

- a. RECREATION CENTER & ATHLETICS;**
- b. AQUATICS CENTER; AND**
- c. COMMUNITY EVENTS.**

- a. Ashley Munoz, Recreation Center Manager, reported on the Recreation Center and Athletics Quarter 2 updates and briefly went over the report in its entirety.
- b. Jessica Alvarado, Recreation Superintendent, reported on the Aquatics Center Quarter 2 update.
  - Paul Macias, Aquatics Manager, is currently out on paternity leave for the remainder of the summer.
  - Robert Diaz, Director, reported that the Natatorium will be having some work done at the end of the season and will close temporarily in September to complete the work.
- c. Jocelyn Avina, Community Events Manager, reported on the Community Events Quarter 2 updates and went over the report in its entirety.
  - Jocelyn hired two new part-time employees, Berta Rincon and Kimberly Guido;
  - Overseeing the new Events Subcommittee;

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

Jessica Alvarado, Recreation Superintendent, addressed the board and updated them on the Recreation Division.

- The Recreation Division team attended a CFBISD community partnership breakfast to discuss ways to become involved with school events such as Halloween, etc.
- Proclamation ceremony for NRPA Parks and Recreation Month will be held on June 17, 2025 at City Council meeting.

**C.6 RECEIVE PARKS DIVISION AND PROJECT UPDATES.**

- Mark Moffeit, Parks Superintendent, reported on Mercer Park, Squire Park, and Cedar Ridge Park.
- Robert Diaz, Director, reported that staff have sent out postcards for outreach to approximately 1,000 homes in the area around Squire Park.

**C.7 RECEIVE AN UPDATE FROM BOARD MEMBERS ON PARKS, PROGRAMS, EVENTS, OR FACILITIES ATTENDED IN THE CITY OF FARMERS BRANCH.**

- The Branch Connection opening on May 8, 2025 went well.
- Landscaping looked great at The Branch Connection.
- Friends of the Historical Park will be helping this weekend at the Historical Park for Coffee with the Police.
- David Jones thanked Robert Diaz for sharing the sad passing of former Chair Robert Stewart.

**C.8 DISCUSS POTENTIAL AGENDA ITEMS FOR FUTURE MEETINGS.**

- Community garden update;
- Events Subcommittee update;
- Volunteer opportunities information.
- Robert Diaz, Director, reported that all boards under the Parks and Recreation Department will continue for another 5 years.

**D. ADJOURNMENT.**

Jan Wooldridge made a motion to adjourn the meeting. The motion was seconded by Adriane Young. The motion carried. The May 15, 2025 meeting adjourned at 7:30 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