



**City of Keller**  
**Parks & Recreation Board**  
**Meeting Minutes**

Keller Town Hall  
1100 Bear Creek Parkway  
Keller, TX 76248  
817-743-4000  
www.cityofkeller.com

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Thursday, May 9, 2019

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**PRE-MEETING BRIEFING 6:00 P.M.**

**A. CALL TO ORDER - Chairperson Erin Pfarner**

Chairperson Erin Pfarner called the Work Session to order at 6:02 p.m.

The following Board Members were present:

Chairperson Erin Pfarner  
Vice-Chairperson Felix Mira  
Jay Blakey  
Judy Sether  
Bryan Weaver  
Tina Alvarado, Alternate

The following City staff members were present: Director of Community Services Cody Maberry, Parks Development and Maintenance Manager Gary Davis, Recreation Manager Kyle Cooper, Keller Senior Activities Center Supervisor Crystal Lopez, Events Specialist Jordan Dawson and Administrative Secretary Debbie Park.

**B. DISCUSS AND REVIEW AGENDA ITEMS**

1. [Discussion of Overton Ridge Park Development](#)

Bob Stoffels of Dunkin Sims Stoffels presented the design elements for the construction of a planned park on the undeveloped property at Overton Ridge Park.

2. [Discussion with Bear Creek Running Club](#)

Mark Murphy of Bear Creek Running Club led a discussion regarding the installation of a crushed limestone running track in Bear Creek Park. Staff will research this project and other possible site options and report back to the board and Mr. Murphy.

Meeting went into Recess

3. [Receive update from Board Members](#)

This item was discussed during the Regular Session of the board meeting.

Park Board Member Jay Blakey discussed **ParkRun** a free, weekly timed running event staffed entirely by volunteers. Bear Creek Park was named as a proposed site for this event although other sites may be considered. The start up cost is \$5000 and eight core directors are needed to head up the event. Mr. Blakey will continue to update board and staff with event information and progress.

4. [Receive update on Park Construction Projects](#)

Parks Development and Maintenance Manager Gary Davis gave an update on current park construction projects and answered board questions related to updates.

### C. ADMINISTRATIVE COMMENTS

1. Staff Announcements

This item was discussed during the Regular Session of the meeting.

Recreation Manager Kyle Cooper announced upcoming events for May and June and discussed volunteer opportunities at each event.

Recreation Manager Kyle Cooper introduced Jordan Dawson who was recently promoted to Events Specialist. Jordan was formerly the Recreation and Services Assistant for the Parks and Recreation Department.

### D. ADJOURN

**Motion by Sether, seconded by Alvarado to adjourn the worksession.**

**Chairperson Erin Pfarner adjourned the Work Session at 7:13 p.m.**

### **REGULAR MEETING 7:00 P.M.**

### A. CALL TO ORDER – Chairperson Erin Pfarner

Chairperson Erin Pfarner called the Regular Meeting to order at 7:15 p.m.

### B. PERSONS TO BE HEARD

This is a time for the public to address the Board/Commission on any subject. However, the Texas Open Meetings Act prohibits the Board/Commission from discussing issues which the public has not been given seventy-two (72) hours' notice. Issues raised may be referred to City Staff for research and possible future action.

No public comments were made.

### C. MINUTES

1. [Approval of Regular Meeting Minutes of April 11, 2019](#)

Motion by Weaver, seconded by Mira to approve the minutes as presented.  
Motion passed, all present voting aye.

**D. NEW BUSINESS**

1. [Receive the Keller Senior Activities Center Quarterly Report](#)

Keller Senior Activities Center Supervisor Crystal Lopez presented the Keller Senior Activities Center Quarterly Report and answered board questions related to report.

**E. ADJOURN**

Motion by Mira, seconded by Sether to adjourn the meeting.  
Chairperson Erin Pfarner adjourned the Regular Meeting at 7:48 p.m.

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Chairperson

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Staff Liaison

DRAFT