



**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, December 12, 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 6:00 p.m.

The following Board Members present:

Chairperson Erin Pfarner  
Vice-Chairperson Felix Mira  
Nicholas Anderson  
Jay Blakey  
Adam Dougherty  
Jenilee Harwell  
Tom Hixson  
Judy Sether  
Bryan Weaver

The following City Staff members were present: Parks Development and Maintenance Manager Gary Davis, Recreation Manager Kyle Cooper, Keller Senior Activities Center Supervisor Crystal Lopez, Events Coordinator Jordan Dawson, and Administrative Secretary Debbie Park. Guests in attendance included President of The Keller Lacrosse Association Sean Meskill, The Keller Lacrosse Association Director of Communication Neil Healy and Carol Rubino from the Keller Community Senior Fund.

**B. WORK SESSION**

1. [Introduction of new Board Members](#)

Chairperson Erin Pfarner welcomed the new board members and asked each board member for a brief introduction.

2. [Appoint Board Vice-Chairperson](#)

Chairperson Erin Pfarner opened the discussion to appoint a Vice-Chairperson. Felix Mira the current Vice-Chairperson spoke to the board letting them know he would like to continue his position as the board Vice-Chairperson.

**Motion by Hixson, seconded by Sether to appoint Felix Mira as the Parks and Recreation Board Vice-Chairperson.**

**Motion passed, all present voting aye.**

3. [Receive KDC Matching Grant Application from Keller Lacrosse](#)

Sean Meskill, President of the Keller Lacrosse Association gave a presentation regarding Keller Lacrosse and the need for game fields at the Keller Sports Park. Keller Lacrosse would like to apply for a matching grant from the Keller Development Corporation to develop an area near the equestrian arena into lacrosse fields. Keller Lacrosse would contribute fifty percent of the cost for grading, fencing, and irrigation. No lighting would be added to the fields at this time, since most games would be played before dark. Board supports the proposal from the Keller Lacrosse Association but needs more information before taking action at this time. Staff will gather information and budget costs for the project and will discuss with the Keller Lacrosse Association. The Keller Lacrosse Association will prepare for another discussion with the Park Board at a future meeting.

4. [Receive Update from Park Board Members](#)

Jay Blakey gave an update regarding Parkrun, the weekly timed running event that uses the Bear Creek Greenbelt every Saturday at 9:00 a.m. The seventh run has just been completed and the weekly events are averaging around 10 participants per week.

5. [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](#)

Recreation Manager Kyle Cooper thanked board members for volunteering at the Holly Days event on December 6. Copper announced the Holly Days event was a big success this year with a crowd estimated between eight and ten thousand participating in the tree lighting and activities. Cooper announced the Holiday Decorating contest deadline on December 11 and judging will be on Friday, December 13. Cooper announced the Sensory Christmas event on Saturday, December 14, from 10 a.m. to 12 p.m. at the Keller Senior Activities Center and Family Fit Night featuring yoga on Monday, December 16, at 6:00 p.m. inside the Keller Town Hall.

### D. ADJOURN

**Motion by Blakey, seconded by Weaver to adjourn the Work Session.**

**Motion passed, all present voting aye.**

**Chairperson Erin Pfarner adjourned the Work Session at 7:01 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 7:07 p.m.

**B. PERSONS TO BE HEARD**

No public comments were made.

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.

**C. MINUTES**

1. [Approval of Regular Meeting Minutes of November 14, 2019](#)

**Motion by Mira, seconded by Sether to approve the minutes as presented.**

**Motion passed, all present voting aye.**

**D. NEW BUSINESS**

1. [Receive Keller Senior Activities Center Year End Report](#)

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

**E. ADJOURN**

**Motion by Mira, seconded by Blakey to adjourn the meeting.**

**Chairperson Erin Pfarner adjourned the Regular Meeting at 8:05 p.m.**

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Chairperson

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Staff Liaison