



City of Keller
Parks & Recreation Board
Meeting Minutes

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

Thursday, December 10, 2020

PRE-MEETING BRIEFING 6:00 P.M.

A. CALL TO ORDER – Chairperson Erin Pfarner

Chairperson Erin Pfarner called the Work Session to order at 6:01 p.m.

Board Members Present:

Erin Pfarner, Chairperson

Felix Mira, Vice-Chairperson

Nicholas Anderson

Jay Blakey

Adam Dougherty

Jenilee Harwell

Thomas Hixson

Judy Sether

Bryan Weaver

Staff members present: Director of Community Service Cody Maberry, The Keller Pointe Manager Jennifer Oakes and Administrative Secretary Debbie Park.

B. WORK SESSION

1. [Recognition of Erin Stillinger for The Gold Star Family Monument](#)

Erin Stillinger, a Keller High School sophomore started working on the Texas Gold Star Family Monument project when she was in the 8th grade. Her vision was to honor Gold Star Families with a monument in Keller and with the help of her family and efforts of the Hershel "Woody" Williams Medal of Honor Foundation she was successful in bringing this beautiful monument now located at Keller Town Hall. Staff and board thanked her for her hard work and dedication in getting the monument built in Keller. Erin gave each staff and board member a monument coin to thank them for their support during the project.

2. [Discuss Memorial Trees](#)

Director of Community Services Cody Maberry held a discussion regarding memorial trees. Currently the Parks and Recreation Department has no program in place. Plans to form a committee to discuss this issue has been started and a Keller resident has volunteered to help board members complete a program. Board Members Erin Pfarner and Jenilee Harwell have also volunteered to serve on the committee. One of the biggest challenges for the planting of the memorial trees is irrigation, and the placing of plaques for the trees also needs to be discussed.

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

Director of Community Services Cody Maberry gave an update on the following projects:

Keller Senior Activities Center: A pre-construction meeting was held on December 10 and construction fencing will be going up soon. Construction is scheduled to begin on January 5, 2021.

Overton Ridge Park: The construction plan is 100% complete and has been submitted to the City. A bid opening is planned for January 2021. It is anticipated that the project may be over budget since design plans were started in 2017. Construction of the park renovation could begin in the spring of 2021 and could take 8 to 10 months to complete.

Keller Sports Park Parking Lot Project: The soccer "C" pad parking lot project is being reconfigured. Construction on the lacrosse field has begun with fencing and irrigation going in next week. This project should be finished after the first of the year with field play beginning in March or April. The renovations for the baseball four plex have also begun.

Bear Creek Park: The engineering process for the parking lot renovations has been approved by council and purchase orders should be issued soon. The purchase order for the pond dredging project has been issued and is being reviewed by FEMA.

Whitley Road Safe Routes to School: Additional landscaping will be added for the neighborhood and punch list items are being completed.

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

Board Member Jay Blakey had no Parkrun updates. Parkrun began in October 2019 and hopes are for events to start again in October 2021. Chairperson Erin Pfarner asked if there were any plans for Mayor Mizani to meet with the board for discussion on board term limits for boards and committees. No plans have been made for a date to meet with Mayor Mizani. Cody Maberry said he will mention this request for a meeting to Mayor Mizani and City Manager Mark Hafner.

C. ADJOURN

Motion by Hixson, seconded by Sether to adjourn the Work Session.

Motion passed all present voting aye.

Chairperson Erin Pfarner adjourned the work session at 6:34 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 7:00 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 October 8, 2020](#)

Motion by Blakey, seconded by Hixson to approve the minutes as presented.

Motion passed, all present voting aye.

D. ADMINISTRATIVE COMMENTS

1. [Staff Announcements](#)

Cody Maberry announced the Holiday Laser Light Show at Keller Town Hall, December 9 thru December 13, beginning each night with a hot chocolate pop-up at 6:00 p.m. and the laser show ending around 9:45 p.m. each evening. Additional hot chocolate pop-ups are scheduled for December 18 and December 21.

E. NEW BUSINESS

1. [Receive The Keller Pointe Year End Report](#)

Keller Pointe Manager Jennifer Oakes presented The Keller Pointe End of Year Report for 2020. Jennifer reviewed revenue and expenses for 2020, a year that proved to be very challenging. Due to the Covid 19 pandemic the Pointe was closed on March 18 and reopened to members only on May 17. The closure of the facility did allow the completion of several projects including the locker room renovation, the re-plastering of the indoor pool and the re-stripping and refinishing of the floors in the gym and aerobics room.

F. ADJOURN

Motion by Hixson, seconded by Sether to adjourn the meeting.

Motion passed, all present voting aye.

Chairperson Erin Pfarner adjourned the Regular Meeting at 7:29 p.m.

Chairperson

Staff Liaison

DRAFT