



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, March 11, 2021

PRE-MEETING BRIEFING 6:00 P.M.

A. CALL TO ORDER - Chairperson Erin Pfarner

Chairperson Erin Pfarner called the Work Session to order at 6:03 p.m.

Board Members Present:

Erin Pfarner, Chairperson

Felix Mira, Vice Chairperson

Nicholas Anderson

Jay Blakey

Adam Dougherty

Jenilee Harwell

Thomas Hixson

Judy Sether

Staff Members Present: Director of Community Services Cody Maberry, Recreation Manager Kyle Cooper and Administrative Secretary Debbie Park.

B. WORK SESSION

1. [Discuss Memorial Tree Program](#)

Director of Community Services Cody Maberry discussed a proposed memorial tree program. A flyer and brochure has been created by staff member Teresa Magana and a committee that includes Board Member Jenilee Harwell, Board Chairperson Erin Pfarner and a citizen at large for the community to learn about the requirements and costs of selecting and planting memorial trees. Five parks with irrigation have been identified as possible sites for planting the trees. Donations of \$300 would be required to purchase a tree for either a spring or fall planting. Organizations such as churches and scouting groups could assist in planting of the trees as part of their volunteer programs. Staff would like to name the memorial tree program after Mike Sexson, a long-time park staff member who passed away in January 2021. A memorial bench program has also been proposed, staff and board would like further discussion regarding this program before making a recommendation to council.

Motion by Harwell, seconded by Hixson for a recommendation to move forward with the memorial tree program and present to Council for approval.

Motion passed, all present voting aye.

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

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

Keller Senior Activities Center: Construction is ongoing and on schedule with utility and site work. The February winter storm did not cause any construction delays. Piers are being drilled and the foundation is expected to be poured next week.

Overton Ridge Park: Last minute revisions are being made to the plans and the release to advertise to bid is set for March 22.

Keller Sports Park Soccer Parking Lot: Parking lot is complete and trees will soon be planted in the newly created islands.

New Parking Lot Project: This project includes parking lots at baseball fields, Shady Lane in Bear Creek Park, Bear Creek Park southern parking lot, and the Bear Creek Park maintenance shop parking lot. The 90% plans and drawings have been received and continue to be reviewed for comments.

Bear Creek Park Pond Dredging: This project is in final stages of getting a permit to begin and should have a start date by the next park board meeting.

Lacrosse Field at Keller Sports Park: Construction is complete on the field and turf has been installed. The turf is being closely monitored for signs of damage from the February winter storm. Games could start on the field as soon as the end of May or first of June.

The map displayed in Council Chambers is the trail map going in the FLUP document and Director Cody Maberry wanted board members to know it incorporates summaries of their ideas and recommendations from the February 11, 2021 Work Session.

3. [Staff Announcements](#)

Recreation Manager Kyle Cooper gave an update on programs and special events. The Keller Senior Activities Center re-opened in March in moderation and by appointment only, by the end of March other programs such as knitting and crochet will be back, with fitness classes to be held outside. Beginning in April all groups will be back on a modified schedule. The center will continue with all cleaning and sanitizing protocols before and after group programs. Staff will continue to wear masks and will encourage all participants to also wear masks. The meal program has grown substantially with to-go orders and Metroport Meals on Wheels wants to stay with the curbside delivery, they are not ready to resume meals served indoors. Staff will offer Parking Lot Bingo at the Keller Sports Park parking lot in March with bingo games played with radio transmitters.

Special Events:

Drive-Thru Egg Scramble will be held on Saturday, March 27 and already has 200 registered. Pre-registration is required with time slots beginning every thirty minutes starting at 9:00 a.m. until noon.

Yappy Hour is every Friday evening in March, from 5:30 p.m. to 7:00 p.m. at the K9 Pointe.

Keller Family Camp-Out is May 1 starting at 4:00 p.m. with a digital scavenger hunt, s'mores and night hike.

Keller Lights: An event on July 3 with the Keller Farmers Market bringing food trucks, vendors in the circle, stage entertainment and lanterns for purchase to float on the pond behind Town Hall after dark. Fireworks will begin at 9:30 p.m. Shuttle service from Life Church will be available.

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

Jay Blakey has no official update regarding parkrun USA, a date has not been set for events to begin. He has reached out to the parkrun USA organization to let them know the City of Keller is ready to begin when they are. Jay has reached out to several businesses to do some informal 5k events while waiting on parkrun to begin.

Felix Mira discussed expanding the pickle ball courts to include four additional courts, shade structures and picnic areas. He has reached out to KCAL (Keller Center for Advanced Learning) and their architecture students to design conceptual plans for the courts and amenities. The students chosen to present their design plans to staff and board will receive a grade for their project. A Joint Work Session with the KDC will be held in April for the students to make their presentations.

C. ADJOURN

Motion by Blakey, seconded by Mira 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 7:04 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 December 10, 2020](#)

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

Motion passed, all present voting aye.

2. [Approval of Work Session Minutes of January 14, 2021](#)

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

Motion passed, all present voting aye.

3. [Approval of Work Session Minutes of February 11, 2021](#)

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

Motion passed, all present voting aye.

D. ADJOURN

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

Motion passed, all present voting aye.

Chairperson Erin Pfarner adjourned the Regular Meeting at 7:07 p.m.

Chairperson

Staff Liaison