



# 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, August 13, 2020

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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 6:05 p.m.

Board Members present:

Erin Pfarner, Chairperson

Felix Mira, Vice Chairperson

Nicholas Anderson

Jay Blakey

Adam Dougherty

Jenilee Harwell

Tom Hixson

Judy Sether

Bryan Weaver (attended meeting phone)

Staff members present: Director of Community Services Cody Maberry, Recreation Manager Kyle Cooper, Keller Pointe Manager Jennifer Oakes and Administrative Secretary Debbie Park.

Guest present: Mr. Mujeeb Kazi of the Keller Cricket Association.

#### **B. WORK SESSION**

##### 1. [Receive Keller Cricket Association Matching Grant Application](#)

Mr. Mujeeb Kazi gave an update regarding the Keller Cricket Association Matching Grant Application for a cricket pitch to be built in Keller. Mr. Kazi attended the Keller Development Corporation meeting on July 14th and discussed the pitch being built in Milestone Park. Members of the Lyndhurst Estates HOA were also at the meeting to discuss their concerns about cricket being played at Milestone Park. The residents feel the park was intended for passive play and not for a permanent structure such as the cricket pitch. They were also concerned about parking issues and balls hitting anyone using the trails in the park. As a result of this meeting it was decided Mr. Kazi and Cody Maberry would look at alternate locations for the cricket pitch. The field to the west of the Keller Town Hall was discussed but there are still concerns about the walking trail being near the pitch. Several other locations such as the undeveloped Northeast Park and the mulch pit at the Keller Sports Park were discussed but each of those areas would be too expensive to bring up to playing condition. Mr. Kazi made the decision to visit with the

Lyndhurst HOA members to discuss and mitigate any questions and concerns they have about cricket in Milestone Park. Several board members have said they will help Mr. Kazi with that discussion if desired.

2. [Discuss Park Amenities](#)

Director of Community Services Cody Maberry discussed amenities offered in each of the 13 developed city parks and answered board questions related to discussion. Currently, the city has 18 parks, 13 developed and 5 undeveloped parks. The undeveloped parks are Northeast Park, Bates Street Park, Shady Grove Linear Park, Little Bear Creek Linear Park and Cherry Grove Linear Park.

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

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

**Whitley Road Project** - almost complete, will be working on punch list items and getting grass established.

**Overton Ridge Park** - 90% plans have been turned in to engineering and public works for review. Bob Stoffels is estimating with additional cost for materials and construction the project is just under \$500,00 over the proposed budget. He recommends four bid alternates and that will be brought to board for discussion when 100% plans are complete.

**Keller Senior Activities Center** - Before the bid process can begin an easement needs to be acquired from the retirement home to the west of Johnson Road Park, a tie-in to their water line is needed to proceed. Once this easement is acquired the plans go to P&Z and Council for site plan approval. Council will be issuing the debt for construction of the project of up to 8 million dollars at the next council meeting.

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

Jay Blakey gave an update regarding parkrun events. Currently no city parkrun events are being held, the parkrun organization is reviewing ways to hold events safely during Covid restrictions, perhaps offering regional events. No parkrun events are being held in the United States with New Zealand being the only country offering parkrun events at this time. Felix Mira stated the special plaque being made for the new Overton Ridge Park is completed and is ready to be mounted on a base. Cody Maberry informed the board that any member's term expiring in 2020 has now been extended to 2021. Erin Pfarner asked staff if the park board can have meeting options, to meet in person or remotely as some of the other boards are allowed to choose, staff will get back to board with information regarding that request.

## C. ADJOURN

**Motion by Sether, seconded by Mira to adjourn the Work Session.**

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

Chairperson Erin Pfarner adjourned the Work Session at 7:11 p.m.

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

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

#### **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 June 11, 2020](#)

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

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

#### **D. ADMINISTRATIVE COMMENTS**

1. [Staff Announcements](#)

Recreation Manager Kyle Cooper gave an update on activities and events for July and August. July is National Parks and Recreation Month and to celebrate this year two events took place. "Popsicles in the Park", 100 popsicles were handed out once a week for the month in our parks. "Christmas in July" holiday decorating event was held for the first time with six entries. "Try it Thursdays" series continues and showcases arts and crafts, recipes, and science experiments live on Facebook each Thursday at 2:00 p.m. A cupcake decorating contest is also being offered and judging takes place on Facebook, the winner will be announced September 1. Plans for a Painted Rock Trail are being discussed and the proposed location is the equestrian trail near the K9 Pointe dog park. The idea is to have the public paint rocks and bring them to the trail to remain for others to enjoy, essentially "bring a rock, don't take a rock". The announcement for this trail will be made around the first of September. Staff at the Keller Senior Activities Center continues to serve our seniors by making daily phone calls and birthday calls to reach out to them and help them during this isolation period. Staff has also handed out 1415 curbside donations of food, toiletries, and other essential items during the closing of the center. In June staff handed out 689 curbside meals to seniors from Metroport Meals on Wheels. Virtual programming continues as well with bingo, Ageless Grace and Zoom meetings with the seniors. The Keller Community Senior Fund has moved the Jazz Brunch to April 17, 2021, tickets already purchased will still be honored.

**E. NEW BUSINESS**

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

Keller Pointe Manager Jennifer Oakes presented the Keller Pointe quarterly report and answered board questions related to report.

**F. ADJOURN**

**Motion by Mira, seconded by Sether to adjourn the Regular Meeting.  
Motion passed, all present voting aye.**

**Chairperson Erin Pfarner adjourned the meeting at 7:46 p.m.**

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Chairperson

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Staff Liaison

DRAFT