

Parks and Recreation Board Meeting

Aubrey City Hall
107 S. Main St
Aubrey, TX 76227
August 6, 2024
6:00 PM



**(Notice of Potential Quorum for City Council, Planning & Zoning Commission, Board of Adjustment, Library Board, and Municipal Development District - even though a quorum of the members of these boards may or may not be present, no official action will be taken by their members.)*

Notice Regarding Remote Participation of Board Members

Pursuant to Section 551.127, Texas Government Code, one or more Board Members may attend this meeting remotely using videoconferencing technology. A quorum of the Board will be physically present at the location provided above. The video and audio feed of the videoconferencing equipment can be viewed and heard by the public by accessing Zoom utilizing the Public Participation link identified below.

Notice Regarding Public Participation

Individuals may attend the meeting in person at the above address, or access the meeting via videoconference, or telephone conference call.

Join the Zoom Meeting by clicking on the following link:

<https://us06web.zoom.us/j/89895676214?pwd=bOePvIEJzOT1x9Te1lQjKiT1nlwqNN.1>

Meeting ID:817 8595 0564 Password: 912475

To join the meeting by phone, dial 1 (346) 248-7799 and use the Meeting ID and password above.

Call to Order - Determine if a Quorum is Present:

Invocation & Pledge of Allegiance: Pledge of Allegiance to the Texas Flag - "Honor the Texas flag; I pledge allegiance to thee, Texas, one state, under God, one, and indivisible."

Community Announcements: Items of community interest may include recognizing Citizens and Staff for outstanding contributions to the community, a reminder about an upcoming event that is organized or sponsored by the governing body, and announcements of an imminent threat to public safety that has arisen after the posting of this agenda.

Citizen Input: Any person may address the Board. If your comments are concerning an agenda item, you may wait until the discussion on that item if you prefer. Once recognized by the chairperson, please step forward to the speaker's podium, state your name and address and speak directly into the microphone so that people in the room and those attending remotely can hear comments and see presentations. To request to speak via videoconference, click on "Participants" at the bottom of the screen, and click "Raise Hand." The chairperson will acknowledge your request and allow you to speak. Citizen comments are limited to three (3) minutes per individual unless additional time is otherwise required by law. No discussion or action may be taken at this meeting on any item not listed on the agenda, other than to make statements of factual information or recite existing policy in response to a citizen's inquiry.

Department Updates and Discussion:

1. Receive a report regarding Trivedi Park update; discussion of same.
2. Receive information regarding potential park land on FM 2931; discussion of same.
3. Receive an update from Board Member Milacek regarding AAYSA's request for assistance with field maintenance from the City of Aubrey; discussion of same.
4. Receive a budget report from the Parks and Recreation Coordinator; discussion of the same.

New Business: New items requested for consideration.

1. Consider and make a recommendation to City Council regarding appointing member(s) to the Parks and Recreation Board.
2. Consideration and action on approval of minutes for the May 7, 2024 and June 4, 2024 Parks and Recreation Board Meeting.

Future Agenda Requests: Council or Board Members, City Staff, and Citizens may request items to be included on future agendas. Discussion is limited to what the request is for, and if and when the item can be put on a future agenda.

-ADJOURN-

I, Jenny Hicks, City Secretary, certify that this Notice of Meeting was posted, per the Open Meetings Act, on the official bulletin board at the City Hall of the City of Aubrey, Texas and on the City's website at www.aubreytx.gov in accordance with Chapter 551, Texas Government Code, and shall remain posted until the meeting is adjourned.

I certify that the attached notice and agenda of items to be considered by the Aubrey Parks and Recreation Board was removed by me from the official bulletin board of the City of Aubrey, Texas, 107 South Main St, Aubrey, Texas on the _____ day of _____, 2024.

(The Parks and Recreation Board reserves the right to adjourn into closed session at any time during the course of this meeting to consult with its attorney regarding any of the matters listed on this document, as authorized by Texas Government Code Section 551.071 Consultation with Attorney.)

This facility is wheelchair accessible and accessible parking spaces are available. Requests for accommodation or interpretive services must be made 48 hours prior to this meeting. Please contact the City Secretary's office at (940) 440-9343 for further information.



**Parks and Recreation Board Meeting
Staff Report
August 6, 2024**

Agenda Item

Receive a report regarding Trivedi Park update; discussion of same.

Staff Contact

Kurt Karnowski, Parks & Recreation Coordinator
kkarnowski@aubreytx.gov
940-440-9343

Summary

The City of Aubrey recently acquired 22 acres of land off of Spring Hill Rd. and McNatt Rd. Staff presented a budget request to council on July 14th, and it appears the council may approve funding for a concept plan for 2024-2025 budget. Based off of the Parks Master Plan for this area, community park, athletic and event areas are recommended.

Approximately 2-acres are reserved for a water pump station and some utility easements are along the eastern property boundary. The balance of the property may be utilized as park space. There is a pond located on the southern end that is obligated to stay. Some of the athletic needs we are hearing from the community are tennis, soccer and baseball practice fields.

Staff is looking for input from the board.

Financial Summary

N/A

Staff Recommended Motion

Conditions

N/A



**Parks and Recreation Board Meeting
Staff Report
August 6, 2024**

Agenda Item

Receive information regarding potential park land on FM 2931; discussion of same.

Staff Contact

Kurt Karnowski, Parks & Recreation Coordinator
kkarnowski@aubreytx.gov
940-440-9343

Summary

Recent development approved on FM 2931 will include a community park. In addition to the park, the city was able to obtain approximately 9 acres of frontage on FM 2931. Currently, we do not have plans for the property. It will be adjacent to general retail, so it could be a good opportunity for economic development. If there may be a park use for it, that is an option also.

Secondly, we have an option to purchase approximately 5 acres just south of the EMLI Apartments and adjacent to the new development. The owner is asking \$80,000 for the land. This area could help us achieve goals from the Parks Master Plan. There has been discussion about the need for basketball courts in this area.

Staff is looking for recommendations and comments from the board.

Financial Summary

N/A

Staff Recommended Motion

Conditions

N/A



**Parks and Recreation Board Meeting
Staff Report
August 6, 2024**

Agenda Item

Receive an update from Board Member Milacek regarding AAYSA's request for assistance with field maintenance from the City of Aubrey; discussion of same.

Staff Contact

Jessica Milacek, Parks Board Member
jmilacek@aubreytx.gov
940-440-9343

Summary

Board Member Milacek will provide information.

Financial Summary

N/A

Staff Recommended Motion

Conditions

N/A



**Parks and Recreation Board Meeting
Staff Report
August 6, 2024**

Agenda Item

Receive a budget report from the Parks and Recreation Coordinator; discussion of the same.

Staff Contact

Kurt Karnowski, Parks & Recreation Coordinator
kkarnowski@aubreytx.gov
940-440-9343

Summary

The 2023-2024 Approved Budget included park improvements for Veterans Memorial Park, Leslie Park and Matthew's Park. The approved amount was \$840,000. In the 2024-2025 budget, staff will request funding for a sports concept design, the design of Trivedi Park and the construction of Highmeadow Park. Estimated funds available for 2024 - 2025 park improvements is \$1,200,000.

Financial Summary

N/A

Staff Recommended Motion

Conditions

N/A



**Parks and Recreation Board Meeting
Staff Report
August 6, 2024**

Agenda Item

Consider and make a recommendation to City Council regarding appointing member(s) to the Parks and Recreation Board.

Staff Contact

Jenny Hicks, City Secretary
jhicks@aubreytx.gov
940-440-9343

Summary

There is currently one vacant seat on the board. You may make a recommendation to City Council to appoint a member from the current board alternates. This vacancy may be filled by a resident from the city limits or ETJ. Our current alternate board members that may be considered are Peter Dwyer, Erin Bansal, Emmanuel Gonzalez, or Jesse Kemp.

You may also make a recommendation to City Council to appoint an additional alternate to the board.

Financial Summary

N/A

Staff Recommended Motion

Conditions

N/A

Board Selection	Library Advisory Board, Parks & Recreation Board
First Name	Vicky
Last Name	Kao
Property Address	11317 Fathom St
City	Aubrey
State	TX
Zip Code	76227
Phone Number	4693631100
Occupation	Marketing Analyst
Email Address	
Length of Residency in Aubrey	1.5 Years
Are you a registered voter?	Yes
Voter Registration Number	2151577156
Do you own property in Aubrey?	Yes
What do you like most about the City of Aubrey?	I love the sense of community that the City of Aubrey has
Please identify what you feel are some of the key issues facing the City of Aubrey in the coming 5-10 years.	Managing the growth - there are so many housing developments coming through and the resources that Aubrey has needs to be able to handle the growing volume while still supporting the residents that were already here
Do you feel, as a citizen of the community, you can provide objective	Yes

recommendations on various financial issues and future financial forecasting?

Do you feel you have any conflicts of interest that may arise due to your appointment?

No

The board/commission requires a commitment to attend meetings as scheduled, along with periodic workshops, research, and crucial City Council meetings. Would you be able to attend and collaborate with the City Council and City Staff on development projects?

Yes

If no, please explain.

Field not completed.

Are you related to a currently serving City Council member within the second degree of consanguinity (blood relative) or affinity (marriage)?

No

If yes, who?

Field not completed.

Are you related to a person within the second degree of consanguinity (blood relative) or affinity (marriage) who currently serves on the same

No

board or commission
you are applying for?

If yes, who?	<i>Field not completed.</i>
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Are you currently serving on other Boards, Commissions, or Committees?*	No
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If yes, which ones?	<i>Field not completed.</i>
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Have you served on a Board, Commission, or Committee before?*	No
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If yes, which ones?	<i>Field not completed.</i>
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Please list organization memberships and positions held	Precinct Chair 1012
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Please List Areas of Special Interest	Data organization
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Please Enter Basic Resume Information Below	<i>Field not completed.</i>
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Upload Resume (Optional)	
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Parks and Recreation Board Meeting Minutes

Aubrey City Hall
107 S. Main
St Aubrey, TX
76227
May 7, 2024
6:00 PM



The meeting was called to order at 6:00 p.m.

Present: Jason Noyes, Courtney Kelly, Jessica Milacek, Amanda Larsen, Peter Dwyer

Absent: Deshanda Blair, Jonathan Stuart, Emmanuel Gonzalez, Randy Jones

Staff Present: Kurt Karnowski, Leanne Wilson, Christy Sayer

Invocation & Pledge of Allegiance

Community Announcements:

Music Series Event; May 18th 6:00 p.m. Autumn Ragland and Jason Reddick.

Citizen Input: None

Staff Report and Discussion:

1. Receive a report from the Parks and Recreation Coordinator on upcoming park improvements; discussion of same.

Discussion held regarding updates to Matthews park, Trivedi park, Fire Station 2 park, Leslie park, Veteran's Park, and concept plans for future parks. No action taken.

2. Receive a budget report from the Parks and Recreation Coordinator; discussion of same.

Discussion held on current and future budgets. No action was taken.

New Business: New items previously requested for consideration.

1. Consideration and action on accepting the resignation of Susan McCormack as a Parks Board Member and Chairperson.

Board Member Kelly made a motion to approve the resignation of Susan McCormack. Board Member Milacek seconded. Motion (5:0). None opposed.

2. Consideration and action on appointing a Chairperson, Vice-Chairperson and Secretary for a one-year term.

Board Member Kelly made a motion to appoint Board Member Larsen to Chairperson. Board member Milacek seconded. Motion (5:0). None opposed.

3. Consideration and recommendation on appointing a board member and two alternate board members.

Board Member Kelly made a recommendation to appoint Alan Holland to the open board position and to appoint Erin Bansal and Jesse Kemp as alternates. Board Member Dwyer seconded. Motion (5:0). None opposed.

4. Receive a report from the Events and Program Coordinator/Assistant City Secretary and have a discussion on Parks Board Member attendance requirements.

Discussion held. No action taken.

5. Receive a report from Parks Board Members related to the Parks, Recreation and Open Space Master Plan and input from Homeowners Associations; discussion of same.

Discussion was held. Updates received from board members Larsen, Noyes, and Dwyer on Recreation and Open Space Master Plan and input from Homeowners Association. No action was taken.

6. Consider and Act on approval of the Minutes for the March 5, 2024, Parks Board Meeting.

Board Member Kelly made a motion to approve the minutes for the March 5, 2024, meeting. Board Member Larsen seconded. Motion (5:0). None opposed.

EXECUTIVE SESSION In accordance with Texas Government Code, Section 551.001, et seq., the Park Board will recess into Executive Session (closed meeting) to discuss the following:

1. Section 551.072. DELIBERATION REGARDING REAL PROPERTY; CLOSED MEETING. To deliberate the purchase, exchange, lease, or value of real property if deliberation in an open meeting would have a detrimental effect on the position of the governmental body/City in negotiations with a third party.

a. Real Property for Future Park Sites

RECONVENE INTO OPEN SESSION In accordance with Texas Government Code, Chapter 551, the Park Board will reconvene into Regular Session (open meeting) and consider and take any necessary action on Executive Session Items.

No action taken.

Future Agenda Requests: None

The meeting was adjourned at 7:36 p.m.

PASSED and APPROVED by the Parks and Recreation Board of the City of Aubrey, Texas this 6th day of August, 2024.

Amanda Larsen, President

ATTEST:

Jenny Hicks, City Secretary

Parks and Recreation Board Meeting Minutes

Aubrey City Hall
107 S. Main St
Aubrey, TX
76227
June 4, 2024
6:00 PM



The meeting was called to order at 6:01 p.m.

Present: Randy Jones, Alan Holland, Deshanda Blair, Jessica Milacek, Amanda Larsen, Courtney Kelly, Jason Noyes

Invocation & Pledge of Allegiance

Community Announcements:

Summer Music Series, June 15th 5:30pm - 9:00pm. Texas Harmony, Payton Howie, and Clay Hollis will be playing. We will also have bounce houses, food trucks, snow cones, FRIO pops, free face painting and additional vendors.

Citizen Input: None

Department Updates and Discussion:

1. Receive a report from the Parks and Recreation Coordinator on upcoming park improvements; discussion of same.

Updates were given on current park projects for Leslie Park, High Meadow Pocket Park, and Matthews Park.

2. Receive a budget report from the Parks and Recreation Coordinator; discussion of same.

Parks staff gave an update on the parks department.

New Business: New items requested for consideration.

1. Consider and make a recommendation to the City Council regarding acceptance of the resignation of board member(s).

Board Member Kelly made a recommendation to accept the resignation of Board Member Johnathan Stuart. Board Member Blair seconded. Motion carried unanimously.

2. Consider and make a recommendation to City Council regarding appointing an alternate board member.

Board Member Kelly made a recommendation to accept the application of Eric Probst. Board Member Blair seconded. Motion carried unanimously.

3. Discussion on an agreement with Aubrey Area Youth Sports Association for field maintenance.

Discussion was held on the needs, budget, and a timeline from Aubrey Area Youth Sports Association. No action was taken.

4. Consideration and Action on Approval of minutes for March 7, 2024, Parks and Recreation Board Meeting.

Board Member Kelly made a motion to approve the Minutes of the May 7, 2024 Parks and Recreation board meeting. Board Member Holland seconded. Motion carried unanimously.

Future Agenda Requests:

Request for more information from Aubrey Area Youth Sports Association.

The meeting was adjourned at 6:27 p.m.

PASSED and APPROVED by the Parks and Recreation Board of the City of Aubrey, Texas this 6th day of August, 2024.

Amanda Larsen, President

ATTEST:

Jenny Hicks, City Secretary