

Parks and Recreation Board Meeting

Aubrey City Council Chambers
226 Countryside Dr.
Aubrey, TX 76227
May 6, 2025
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.

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 can hear comments and see presentations. 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 presentation regarding all-inclusive playgrounds. Discussion of same.
2. Receive an update on board member attendance. Discussion of same.
3. Receive an update on park construction. Discussion of same.

New Business: New items requested for consideration.

4. Consideration and action on minutes of the April 1, 2025 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 _____, 2025.

(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
May 6, 2025**

Agenda Item

Receive a presentation regarding all-inclusive playgrounds. Discussion of same.

Staff Contact

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

Summary

Westwood will be providing information on all-inclusive playgrounds, including updated images of the concept plan for Trivedi Park.

Financial Summary

N/A

Staff Recommended Action

Staff Recommended Motion

N/A



**Parks and Recreation Board Meeting
Staff Report
May 6, 2025**

Agenda Item

Receive an update on board member attendance. Discussion of same.

Staff Contact

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

Summary

Reminder emails and letters were sent to all board members regarding the attendance requirements outlined in the Home Rule Charter:

"If any board, commission or committee member fails to attend three consecutive regular meetings of a board, commission or committee upon which the member serves, or 25% of the total number of regular meetings held in a twelve-month period, such member shall be subject to removal, unless excused by majority vote of the applicable board(s), commission(s) and/or committee(s)."

If you anticipate an absence, please notify me in advance, and if appropriate, request an excused absence to be considered by the board. Or, if your circumstances change and you can no longer serve, please let me know.

Financial Summary

N/A

Staff Recommended Action

Staff Recommended Motion

N/A



**Parks and Recreation Board Meeting
Staff Report
May 6, 2025**

Agenda Item

Receive an update on park construction. Discussion of same.

Staff Contact

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

Summary

Veterans Memorial Park - We have received an updated schedule which shows an estimated completion date of June 9th.

Highmeadow Park - The last bit of concrete was poured. Playground equipment, landscape and bollards are the last remaining items for this park.

Winn Ridge Park - We are planning to take this park out to bid in mid May.

Financial Summary

Staff Recommended Action

Staff Recommended Motion

N/A

Parks and Recreation Board Meeting Minutes

Aubrey City Council Chambers
226 Countryside Dr.
Aubrey, TX 76227
April 1, 2025
6:00 PM



The meeting was called to order at 6:06 PM.

Present: Courtney Kelly, Amanda Larsen, Erin Bansal, Eric Probst, Mark Arbenowske

Absent: Jason Noyes, Jessica Milacek, Jesse Kemp, Deshanda Blair

Staff Present: Parks and Recreation Superintendent Kurt Karnowski, City Secretary Jenny Hicks

Amanda Larsen led the Pledges of Allegiance.

Community Announcements:

Parks and Recreation Superintendent Kurt Karnowski announced the Fruit Jar Junction Community Market this weekend beginning at 8:00 AM; the Easter Event which will be April 12th; and the Grand Opening of Matthews Park at noon on April 12th.

Citizen Input: None

Department Updates and Discussion:

1. Discussion regarding board member attendance requirements.

The board requested and was reminded of the Home Rule Charter requirements regarding attendance.

Article VIII of the Home Rule Charter::

SECTION 8.03. Attendance

If any board, commission or committee member fails to attend three (3) consecutive regular meetings of a board, commission or committee upon which the member serves, or twenty-five percent (25%) of the total number of regular meetings held in a twelve (12) month period, such member shall be subject to removal, unless excused by majority vote of the applicable board(s), commission(s) and/or committee(s).

Direction was received to remove inactive members.

2. Receive an update regarding Park construction; Discussion of same.

Parks and Recreation Superintendent Kurt Karnowski provided the following updates:

- **Veterans Memorial Park** - The estimated completion date is mid-April.
- **Matthews Park** - The final walk through was completed 3/26/2025 and the grand opening of the park will be on 4/12/2025 at noon.
- **Highmeadow Park** - Construction started on 3/10/2025.
- **Trivedi Park** - The environmental survey has been completed. Westwood is reviewing comments and will have an update in May.
- **Leslie Park** - Pending final walkthrough.

3. Receive information regarding a Request for Proposals for Sports Complex Design; Discussion of same.

Parks and Recreation Superintendent Kurt Karnowski provided information regarding the City of Aubrey posting an RFQ for the design and construction oversight for an Outdoor Sports Complex. This project will feature four baseball fields, three soccer fields, a playground area, a concession area, and ample parking facilities.

New Business: New items requested for consideration.

4. Consideration and action on approving minutes of the February 4, 2025 meeting.

Parks Board Member Courtney Kelly made a motion to approve the minutes. Parks Board Member Erin Bansal seconded. Motion Passed (5:0). None opposed.

Future Agenda Requests:

Update on action of board member attendance; park updates.

The meeting was adjourned at 6:19 PM.

PASSED and APPROVED by the Parks and Recreation Board of the City of Aubrey, Texas this _____ day of _____, 2025.

Amanda Larsen, President

ATTEST:

Jenny Hicks, City Secretary