

Parks and Recreation Board Meeting

Aubrey City Council Chambers
226 Countryside Dr.
Aubrey, TX 76227
November 4, 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 an update on Park Projects; Discussion of same.
2. Receive an update on the proposed Sports Complex; Discussion of same.

New Business: New items requested for consideration.

3. Consideration and action on approving the minutes of the July 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
November 4, 2025**

Agenda Item

Receive an update on Park Projects; Discussion of same.

Staff Contact

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

Summary

Veterans Memorial Park - Veterans Memorial Parks is 90% complete. The last remaining items are installing the sunshades around the stage, roofing the pavilion with metal roofing, and miscellaneous punch list items. Estimated completion date is early December.

Winn Ridge First Responders Park - The contractor is mobilizing this week. The dog park is scheduled to finish in early to mid December, the remainder of the park will be completed by mid January.

Financial Summary

Staff Recommended Action

Staff Recommended Motion

N/A



**Parks and Recreation Board Meeting
Staff Report
November 4, 2025**

Agenda Item

Receive an update on the proposed Sports Complex; Discussion of same.

Staff Contact

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

Summary

The Sports complex is currently underway. Surveying and core drilling is taking place. We will have an opinion of cost and options to review in December.

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
July 1, 2025
6:00 PM



The meeting was called to order at 6:00 PM.

Present: Courtney Kelly, Jessica Milacek, Eric Probst, Mark Arbenowske, Amy Kramer

Absent: Randy Jones, Jason Noyes, Amanda Larsen, Jesse Kemp, Erin Bansal, Deshanda Blair

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

Board Member Courtney Kelly led the Pledge of Allegiance.

Community Announcements:

- Kurt Karnowski announced the last of the Summer Music Series on July 19th at Veterans Memorial Park.

Citizen Input: None

Consent Items:

1. Approve minutes of the May 6, 2025 meeting.
2. Approve the request from board member(s) identified in the Staff report as an excused absence from regular meetings.

Parks Board Member Jessica Milacek made a motion to approve the consent agenda. Parks Board Member Eric Probst seconded. Motion Passed (5:0). None opposed.

Department Updates and Discussion:

3. Receive an update on Park construction. Discussion of same.

Veterans Memorial Park - Construction completed. The final walk through was completed on June 18, 2025. Final punch list sent to contractor.

Veterans Memorial Park, Phase 2 - Bid opening was completed on June 30, 2025 and will be presented to City Council in July.

Winn Ridge First Responders Park - Bid awarded to contractor at the June City Council meeting. Construction will begin in July.

4. Receive an update on RFQ for architectural services related to design of the future Sports Complex. Discussion of same.

The City Council took action on selecting an architectural firm for the design of a future outdoor sports complex. Per the Parks Master Plan, an outdoor sports complex including Baseball, softball and soccer fields was the number one priority among citizens in Aubrey. We are looking to design an outdoor sports complex that includes all these aspects and potentially more.

Future Agenda Requests: Regular updates on sports complex.

The meeting was adjourned at 6:13 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