

Parks and Recreation Board Meeting

Aubrey City Council Chambers
226 Countryside Dr.
Aubrey, TX 76227
April 7, 2026
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.

1. Introduction of new board member, Nyckie Nelson.

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.

Consent Items: Items placed on the Consent Agenda are considered routine in nature and non-controversial. The Consent Agenda can be acted upon in one motion. Items may be removed from the Consent Agenda by the request of Council, board members or staff. Consideration and action on the following:

2. Approve minutes of the December 2, 2025, and January 10, 2026 meetings.
3. Approve the request from Council member(s) identified in the Staff report as an excused absence from the December 2, 2025 Parks & Recreation board meeting.

Department Updates and Discussion:

4. Receive an update on park Projects; Discussion of same.

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 _____, 2026.

(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. Persons with disabilities who plan to attend this meeting and who may need auxiliary aids or services such as interpreters for persons who are deaf or hearing impaired, readers, or large print, need to contact the ADA Coordinator at least 48-hours prior to the meeting. Please e-mail your request to: swilliams@aubreytx.gov or call (940) 440-9343 ext 106. BRAILLE IS NOT AVAILABLE.

Parks and Recreation Board Meeting Minutes

Aubrey City Council Chambers
226 Countryside Dr.
Aubrey, TX 76227
December 2, 2025
6:00 PM



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

Present: Jessica Milacek, Erin Bansal, Eric Probst, Amy Kramer, Randy Jones arrived at 6:20 PM

Absent: Courtney Kelly, Mark Arbenowske

Staff Present: City Secretary Jenny Hicks, Public Works Manager Kurt Karnowski

The Pledges of Allegiance were recited.

Community Announcements:

Christmas Tree lighting is December 3rd beginning at 5:30 PM in Veterans Memorial Park, Downtown Aubrey.

Citizen Input: None

New Business: New items requested for consideration.

1. Consideration and action on appointing a chairperson for a one year term.

Parks Board Member Eric Probst made a motion to appoint Courtney Kelly as the chairperson. Parks Board Member Erin Bansal seconded. Motion Passed (4:0). None opposed.

2. Consideration and action on appointing a Vice-chairperson for a one year term.

Parks Board Member Erin Bansal made a motion to appoint Jessica Hamilton as the vice-chairperson. Parks Board Member Eric Probst seconded. Motion Passed (4:0). None opposed.

Consent Items:

3. Approve minutes of the November 4, 2025 meeting.
4. Approve the request from board member(s) identified in the Staff report as an excused absence from the November 4, 2025 Regular meeting. (Erin Bansal)

Parks Board Member Eric Probst made a motion to approve the consent items. Parks Board Member Amy Kramer seconded. Motion Passed (4:0). None opposed.

Department Updates and Discussion:

5. Receive an update on Park Projects; Discussion of same.

Public Works Manager Kurt Karnowski provided the following updates:

Veterans Memorial Park - We are down to the final punch list items. The roof of the pavilion has been re-roofed. The sunshade installation has been postponed until after the Christmas Tree Lighting event due to hitting groundwater while installing poles. Once the final punch list items are addressed, we will work towards final acceptance.

Winn Ridge First Responders Park - Still on track to complete mid to late January. The Dog Park is due to be completed mid-December.

Trivedi Park - The Engineers are still working on the street layout for McNatt Road. McNatt will need to be built before we can take any further steps with the park.

6. Receive a presentation from Westwood regarding the design and cost estimate for an Outdoor Sports Complex; Discuss and provide direction to staff.

Tricia Woliver and Cody Atwood, with Westwood, provided three concept plan options and the estimated cost of each design.

Consensus is concept two with concessions and playground changes and including synthetic turf.

Future Agenda Requests: None

The meeting was adjourned at 6:45 PM.

PASSED and APPROVED by the Parks and Recreation Board of the City of Aubrey, Texas this 7th day of April, 2026.

Courtney Kelly, Chairperson

ATTEST:

Jenny Hicks, City Secretary

City Council and Parks and Recreation Board Joint Meeting Minutes



Aubrey Area Library Community Center
226 Countryside Dr.
Aubrey, TX 76227
January 10, 2026
8:00 AM

The meeting was called to order at 8:00 AM.

City Council Members Present: Jeff Perry, Chuck Fikes, Randy Jones, Chris Rich, Mike Browning,

City Council Members Absent: Matt Jones

Parks Board Members Present: Courtney Kelly, Jessica Hamilton, Mark Arbenowske, Erin Bansal, Amy Kramer

Parks Board Members Absent: Eric Probst

Council Member Jeff Perry offered the invocation and led the Pledges of Allegiance.

Community Announcements: None

Citizen Input: None

Workshop Items:

1. Receive a presentation and discuss the design concepts and cost estimate for a new outdoor sports complex.

Assistant City Manager Leanne Wilson and Public Works Manager Kurt Karnowski provided information.

Tricia Woliver and Cody Atwood, with Westwood, provided information.

Discussion was held regarding the proposed outdoor sports complex including

the following items: field purpose, field types, and design concepts,

2. Parks and Recreation Board general park discussion.

Also discussed were the practice fields which will be installed at the future Fire Station 4, Trivedi Park is at 30% of concept, the Pocket Park for Police Station 3 was introduced, and the Winn Ridge dog park will be completed in early February, and the remainder of the park will be completed mid-February.

3. AAYSA board general park discussion.

AAYSA Treasurer, Ginny Lyn Petrolina, spoke regarding their preferences.

Action Items

4. City Council: Consideration and any necessary action regarding the design concept of a new outdoor sports complex.

Council Member Jeff Perry made a motion to approve concept number four including turf. Council Member Randy Jones seconded. Motion Passed (5:0). None opposed.

5. City Council: Discussion regarding setting a special meeting date for annexation public hearings, and a joint meeting with the Municipal Development District Board.

Discussion was held to have a joint meeting with the Aubrey MDD on February 10th at 6:00 PM.

The meeting was adjourned at 9:34 AM.

PASSED and APPROVED by the Parks and Recreation Board of the City of Aubrey, Texas this 7th day of April, 2026.

Courtney Kelly, Chairperson

ATTEST:

Jenny Hicks, City Secretary



**Parks and Recreation Board Meeting
Staff Report
April 7, 2026**

Agenda Item

Receive an update on park Projects; Discussion of same.

Staff Contact

Kurt Karnowski, Public Works Manager
kkarnowski@aubreytx.gov
940-440-9343

Summary

Veterans Memorial Park - Pending the Marquis Sign. Lead time on the sign is five weeks.

Winn Ridge First Responders Park - Punch list items are to be completed by April City Council. Working towards final acceptance at April City Council meeting.

Aubrey Sports Complex - 30% plans expected within a month, currently on schedule.

Financial Summary

Staff Recommended Action

Staff Recommended Motion

N/A