



Town of Trophy Club

1 Trophy Wood Drive
Trophy Club, Texas 76262

Meeting Agenda Packet

Parks and Recreation Board

November 20, 2023

7:00 PM

Council Chambers

CALL TO ORDER AND ANNOUNCE A QUORUM

PUBLIC COMMENTS

This is an opportunity for citizens to address the Board on any matter. The Board is not permitted to discuss or take action on any presentations made to the Board. Presentations are limited to matters over which the Board has authority. Speakers have up to four (4) minutes or the time limit determined by the presiding officer. Each speaker must complete the Speaker's Form that includes the topic(s) to be presented. You may also email dwilson@trophyclub.org.

ANNOUNCEMENTS AND REPORTS

1. **Receive an update regarding ongoing Parks and Recreation projects (D. Wilson).**
2. **Receive an update from the Parks Improvement subcommittee and the Trophy Club Park subcommittee (P. Schrein).**

REGULAR SESSION

3. **Discuss and take appropriate action to approve the Parks & Recreation Board Meeting minutes dated October 30, 2023 (D.Wilson).**
4. **Discuss and take appropriate action regarding fees and revenues associated with the Community Pool (R. Angel).**
5. **Discuss and take appropriate action regarding fees and revenues associated with Trophy Club Park and OHV Decals (R. Angel).**
6. **Future agenda items (D.Wilson).**

ADJOURN

The Board may convene into executive session to discuss posted items as allowed by the Texas Open Meeting Act, LGC.551.071.

Notice is hereby given that a quorum of the Town of Trophy Club Town Council may be in attendance at this meeting. The Town Council will not deliberate or take any action.

CERTIFICATION

I certify that the above notice was posted on the bulletin board at Trophy Club Town Hall, 1 Trophy Wood Drive, Trophy Club, Texas, on Friday, November 17, 2023, by 5:00 P.M. in accordance with Chapter 551, Texas Government Code.

Daniel Wilson, Senior Administrative Assistant

If you plan to attend this public meeting and have a disability that requires special needs, please contact the Town Secretary's Office at 682-237-2900, 48 hours in advance and reasonable accommodations will be made to assist you.

**TOWN OF TROPHY CLUB
PARKS AND RECREATION BOARD MINUTES
MONDAY, OCTOBER 30, 2023; 7:00 P.M.**

The Trophy Club Parks and Recreation Board met in a Regular Session on Monday, October 30, 2023. The meeting was held at Town Hall, 1 Trophy Wood Drive in the Council Chambers.

BOARD MEMBERS PRESENT:

Dean Murray	Chairperson
Robert Ferguson	Vice Chairperson
Patrick Schrein	Secretary
Stephanie Presley	Board Member
Jennifer Kashner	Board Member
Chuck Hall	Board Member
Dana Kiser	Board Member
Jeffery Eason	Board Member

BOARD MEMBERS ABSENT:

David Duree	Board Member
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STAFF PRESENT:

Ronnie Angel	Interim Director of Parks and Recreation
Daniel Wilson	Senior Administrative Assistant for Parks and Recreation

CALL TO ORDER AND ANNOUNCE A QUORUM

Chairperson Murray called the meeting to order at 7:01 p.m. and noted a quorum.

PUBLIC COMMENTS

No Public Comments were made.

Mayor Jennette Tiffany welcomed the new board members and thanked them for their service towards the Town. Mayor Tiffany delivered to the board their purpose and detailed the Town Council's expectation for the board. Mayor Tiffany also explained that Town Manager Wright is actively searching for a new Director of Parks & Recreation and plans to involve the board in the selection process.

ANNOUNCEMENTS & REPORTS

1. Receive an update regarding ongoing Parks and Recreation projects.

Senior Administrative Assistant Wilson provided the board with the following updates including the planting of new plant material in the medians throughout Trophy Club, the conclusion of the Fright Lights Competition, and several upcoming events such as the Veteran's Day Ceremony, Letters to Santa program, Holiday Lights Competition, Gingerbread House Decorating event, and Christmas in the Park event.

Senior Administrative Assistant Wilson also updated the board on the status of the Community Pool capital improvement project, stating that the Town Council had request more information at the previous Council meeting before making a decision on whether or not to proceed with phase II of the project.

2. Receive an update from the Parks Improvements subcommittee and the Trophy Club Park subcommittee.

Board Member Schrein, a member of both the Parks Improvements subcommittee and the Trophy Club Park subcommittee, provided the board with updates and recommendations from both subcommittees.

The Parks Improvement subcommittee, in regard to the pickleball project, recommended to the board the construction of an eight-court layout to be completed in phases. The subcommittee recommended that the first phase of the project include the construction of four courts, a downsized restroom and storage building, and all necessary site preparation.

The Trophy Club Park subcommittee has designated possible improvements to the park by categorizing them into short, medium, and long-term goals. Short-term challenges including staffing, contracted maintenance and mowing services, and partnerships for development of the ATV and motocross tracks. Mid-term items included the replacement of the gate entry system, addition of drinking water to the front of the park, a reevaluation of the parks fees, and repair of the boat ramp. Long-term plans include the development and execution of a comprehensive master plan for the park as a whole.

REGULAR SESSION

3. Introduce new board members.

Chairperson Murray acknowledged former board members Wendie Bailey and Tracey Hunter and thanked them for the service and activism in the name of the Town and the Parks & Recreation Department. Chairperson Murray also welcomed the new board members and reminded the board of its capacity as an advisory board to the Town Council and Parks & Recreation staff.

Each board member also introduced themselves and their relative backgrounds.

4. Discuss and take appropriate action to approve the Parks & Recreation Board Meeting minutes dated August 21, 2023.

Board Member Schrein motioned to approve the Parks & Recreation Board Meeting Minutes dated August 21, 2023. The motion was seconded by Board Member Ferguson. Chairperson Murray called for a vote. The motion passed unanimously (8-0).

5. Discuss and take appropriate action to appoint a Parks & Recreation Vice Chairperson.

Board Member Schrein motioned to appoint Board Member Ferguson to Vice Chairperson. The motion was seconded by Board Member Presley. Chairperson Murray called for a vote. The motion passed (7-0-1) with Board Member Ferguson abstaining.

6. Discuss and take appropriate action to appoint a Parks & Recreation Secretary.

Vice Chairperson Ferguson motioned to appoint Board Member Schrein to Secretary. The motion was seconded by Board Member Kashner. Chairperson Murray called for a vote. The motion passed (7-0-1) with Board Member Schrein abstaining.

7. Discuss and take appropriate action to recommend Teague, Neil, & Perkins (TNP) for Professional Services for the installation of pickleball courts to the Town Council.

Interim Director of Parks & Recreation Angel provided a summary of the Town and subcommittee's efforts to help plan and construct a pickleball facility in the Town. Interim Director of Parks & Recreation Angel introduced a representative of Teague, Neil, & Perkins, who presented preliminary site plans for the pickleball courts. The representative detailed the avoidance of the waterline that runs through the property and the addition of both vehicle and golf cart parking to the plans.

Secretary Schrein motioned to recommend to the Town Council to move forward with TNP. Chairperson Murray seconded the motion. Chairperson Murray called for a vote. The motion passed unanimously (8-0).

8. Future agenda items.

Items noted for the next Parks and Recreation Board meeting included:

- a) Review annual fees and revenue generated from Trophy Club Park.
- b) Review annual fees and revenue generated from the Community Pool.

ADJOURN

Chairperson Murray adjourned the meeting at 8:07 PM.

Patrick Schrein, Secretary
Parks and Recreation Board
Town of Trophy Club, TX

Daniel Wilson, Senior Administrative Assistant
Parks and Recreation Department
Town of Trophy Club, TX