



TOWN OF TROPHY CLUB

1 Trophy Wood Drive
Trophy Club, Texas 76262

MEETING AGENDA

PARKS & RECREATION BOARD

March 18, 2024

6:00 PM

Council Chambers

CALL TO ORDER AND ANNOUNCE A QUORUM

PUBLIC COMMENT(S)

This is an opportunity for citizens to address the Board on any matter pursuant to Texas Government Code Sec. 551.007. The Board is not permitted to discuss or take action on any presentations made concerning matters that are not listed on the agenda.

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 have submitted their request to speak by completing the Speaker's Form or may email dwilson@trophyclub.org

ANNOUNCEMENTS AND REPORTS

1. Receive an update regarding ongoing Parks & Recreation Projects. (C. Ellis)
2. Receive an update from the Parks Improvement Subcommittee. (D. Kizer)
3. Receive an update from the Trophy Club Park Subcommittee. (J. Kashner)

REGULAR ITEMS

4. Discuss and consider approval of the Parks & Recreation Board Meeting minutes dated February 19, 2024. (D. Wilson)

FUTURE AGENDA ITEMS

ADJOURN

The Board/Commission may convene into executive session to discuss posted items as allowed by Texas Government Code Sections 551.071 through 551.076 and Section 551.087.

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 do hereby certify that the Notice of Meeting was posted on the bulletin board at the Town Hall for the Town of Trophy Club, Texas, in a place convenient and readily accessible to the general public at all times on the following date and time: March 15, 2024, at 4:00 PM, and said Notice of Meeting was also posted concurrently on the Town's website in accordance with Texas Government Code Ch. 551 at least 72 hours prior to the scheduled time of said meeting.

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 6822372900, 48 hours in advance, and reasonable accommodations will be made to assist you.

**TOWN OF TROPHY CLUB
PARKS AND RECREATION BOARD MINUTES
MONDAY, FEBURARY 19, 2024; 7:00 P.M.**

The Trophy Club Parks and Recreation Board met in a Regular Session on Monday, February 19, 2024. 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
Chuck Hall	Board Member
Jennifer Kashner	Board Member
Dana Kiser	Board Member
Jeffrey Eason	Board Member

BOARD MEMBERS ABSENT:

Stephanie Presley	Board Member
-------------------	--------------

STAFF PRESENT:

Brandon Wright	Town Manager
Tammy Dixon	Town Secretary
Dean Roggia	Town Attorney
Chase Ellis	Director of Parks and Recreation
Daniel Wilson	Senior Administrative Assistant for Parks and Recreation
Kassidy Hill	Recreation Coordinator

CALL TO ORDER AND ANNOUNCE A QUORUM

Chairperson Murray called the meeting to order at 7:00 p.m. and noted a quorum.

PUBLIC COMMENTS

Tom Bath, Trophy Club resident, spoke on the ongoing pickleball project, providing a history of events to date and recommended the Board take action to construct a central pickleball location.

ANNOUNCEMENTS & REPORTS

1. Discuss the roles and responsibilities of the Parks & Recreation Board.

Director Ellis introduced Town Attorney Roggia to the Board who provided insight into the authority and role of the members of the Parks & Recreation Board as prescribed in the Code of Ordinances.

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

Director Ellis began his report by addressing the vandalism that occurred at Harmony Park, noting that the Parks Crew took quick action to mitigate the damage to the playing fields resulting in significant cost savings. Updated photos would be included in the next Town Weekly Newsletter.

The fencing project at the intersection of Bobcat and Parkview Drive has completed work after the original fence was damaged in a car accident.

The Parks Crew has begun the process of filling in mulch and plant material in all medians and Town-operated

facilities.

The Town Council approved a request to work with Terralogic Solutions, Inc. to install a new payment kiosk at Trophy Club Park and integrate the system with the Town's Recreation Management Software, CivicRec.

Turner Sign Systems is working with Town staff to re-create the monument signs at Harmony Park and the Community Pool to match the existing signs at Independence Park. Cost estimates and designs are still in progress.

Recreation Coordinator Hill described all the Community Events planned for 2024, including the dates and locations.

3. Receive an update regarding the Parks Improvement Subcommittee and Trophy Club Park Subcommittee.

Secretary Schrein noted that neither the Trophy Club Parks Subcommittee nor the Parks Improvement Subcommittee had any significant items to report to the Board.

REGULAR SESSION

4. Discuss and consider approval of the Parks & Recreation Board meeting minutes dated January 22, 2024.

Board member Kashner motioned to approve the Parks & Recreation Board Meeting Minutes dated January 22, 2024. The motion was seconded by Vice Chairperson Ferguson. Chairperson Murray called for a vote. The motion passed unanimously (8-0).

5. Discuss possible recommendation of RFQ for the development of pickleball facilities.

Director Ellis presented a packet of information encompassing all the information gathered in regard to the pickleball project over the past several years. Director Ellis commented that an RFP would be published to scout for an appropriate firm to handle the project moving forward. Director Ellis also presented a rough timeline of events, pinpointing key dates for future meetings and deadlines.

Board member Kashner motioned to support the Parks & Recreation by advertising an RFQ for engagement, design, and construction of pickleball courts within the Town of Trophy Club. The motion was seconded by Board member Kizer. Chairperson Murray called for a vote. The motion passed with Vice Chairperson Ferguson abstaining and the remaining seven members voting in favor (7-0-1).

6. Discuss and consider subcommittees of the Parks & Recreation Board.

Director Ellis noted that subcommittees may be created by the Board provided each subcommittee is composed of no more than four Parks & Recreation Board members and reports back to the Board.

Secretary Schrein motion to create a Trophy Club Park Subcommittee with Board members Kashner (Chair), Schrein, and Eason, and a Parks Improvement Subcommittee with Board members Kizer (Chair), Ferguson, and Hall. Vice Chairperson Ferguson seconded the motion. Chairperson Murray called for a vote. The motion passed unanimously (8-0).

7. Discuss possible recommendation for additional fencing at the Independence Park East Multi-Use Field.

Director Ellis presented an aerial image of the Multi-Use Field at Independence Park East, noting the possible addition of fencing along Parkview Drive to prevent sports equipment from rolling on to the roadway, as well as open the space for non-contracted rentals.

No action was taken.

FUTURE AGENDA ITEMS

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

- a) An update on the published Pickleball RFP.

ADJOURN

Chairperson Murray adjourned the meeting at 8:24 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