

**TOWN OF TROPHY CLUB
PARKS AND RECREATION BOARD MINUTES
MONDAY, DECEMBER 16, 2024; 6:00 PM**

The Trophy Club Parks and Recreation Board met in a Regular Session on Monday, December 16, 2024. The meeting was held at Town Hall, 1 Trophy Wood Drive in the Council Chambers.

BOARD MEMBERS PRESENT:

Jennifer Kashner	Chairperson
Jeffrey Eason	Vice Chairperson
Patrick Schrein	Board Member
Bob Ferguson	Board Member
Gary Packan	Board Member
Steve Ford	Board Member
Dana Kizer	Board Member

STAFF PRESENT:

Chase Ellis	Director of Parks and Recreation
Madison Seil	Recreation Superintendent
Daniel Wilson	Senior Administrative Assistant for Parks and Recreation

CALL TO ORDER AND ANNOUNCE A QUORUM

Chairperson Kashner called the meeting to order at 6:01 PM and noted a quorum.

PUBLIC COMMENTS

No Public Comments were made.

REGULAR SESSION

1. Department Update.

Director Ellis commented on his and Superintendent Seil's attendance at the Athletic Business conference in New Orleans, where both staff members provided presentations.

Superintendent Seil provided the following updates to the board:

- a. The Gingerbread House Decorating event took place on November 30th. Two sessions were held to accommodate the growing event at the Fire Station. 105 individuals registered for the event.
- b. Wreaths Across America took place this past weekend at Medlin Cemetery and honored the Veterans who are buried there. 76 wreaths were placed.
- c. The first evening of the Holiday Nights and Winter Show Lights event was held on December 14, 2024, and featured a new drone show. Student choirs from the local elementary schools gave performances and Santa made an appearance for photos. The drone show will take place again on December 21 at 8:00 PM.

Director Ellis provided the following updates to the board:

- a. Today was the closing for the RFQ for general contractors for the Dedicated Pickleball Courts

project at Harmony Park. Two proposals were submitted and will be evaluated by staff and the Town Council at the first Town Council meeting in January.

- b. The Trophy Club Comprehensive Parks & Recreation Master Plan project has begun development and planning with Parkhill and their subconsultants. The marketing plan for the project will be completed soon. A timeline of scheduled outcomes was provided by Parkhill.

Discussion was held regarding the community engagement element of the Master Plan project.

2. Consider approval of the October 21, 2024, Parks & Recreation Board meeting minutes.

Board Member Kizer motioned to approve the Parks & Recreation Board Meeting minutes dated October 21, 2024. Board Member Ferguson seconded the motion. Chairperson Kashner called for a vote. The motion passed unanimously, 7-0.

3. Discuss and consider recommending changes to the Taste of Trophy Club event, including the name and location.

Director Ellis proposed to the board to change the name and location of the Taste of Trophy Club event. Director Ellis commented that while every effort is made to invite and accommodate local businesses to attend the event, only one Trophy Club business has been in attendance over the past two years due to the local business' limitations on resources.

Discussion was held on inviting more Trophy Club businesses to participate in the event and providing more support and resources from the Town to assist the businesses in operating at the event.

Discussion was also held about hosting the new event at Trophy Club Park and combining several small community-organized events.

4. Discuss and consider a recommendation to the Town Council to approve the 2025 Youth Program Standards of Care Ordinance.

Board Member Kizer motioned to recommend to the Town Council to approve the 2025 youth Program Standards of Care Ordinance. Vice Chairperson Eason seconded the motion. Chairperson Kashner called for a vote. The motion passed unanimously, 7-0.

5. Discuss and consider a recommendation of the proposed options for the Community Pool Renovation Design and Construction Management project from Parkhill.

Superintendent Seil presented the three preliminary design options for the community pool renovation provided by Parkhill. Superintendent Seil commented on all three proposals, detailing their new and renovated features and the estimated pricing.

Discussion was held comparing the cost of the three proposals, including the need for new amenities, total area of shaded seating, replacement of pools, and the option to ultimately halt the project.

Board Member Ferguson motioned to table the item until the board's next meeting. Board member Schrein seconded the motion. Chairperson Kashner called for a vote. The motion passed unanimously, 7-0.

6. Parks and Recreation Board acting as the Tree Board to consider recommending acceptance of the 2025 Park Maintenance Plan that outlines Tree Care within the Town.

Director Ellis introduced the 2025 Parks Maintenance Plan which outlines the annual tree care plan for the Town. Director Ellis commented that the document is a working document and will continue to evolve as staff adds details and the Comprehensive Parks & Recreation Master Plan project is underway.

Discussion was held regarding the annual budget for tree care. Director Ellis explained that \$10,000 was allocated for tree care annually, though the actual cost well exceeded that amount when factored for labor and expenses from the general maintenance budget.

Chairperson Kashner motioned to recommend approval to the Town Council the 2025 Parks Maintenance Plan. Board member Kizer seconded the motion. Chairperson Kashner called for a vote. The motion passed, 6-1 with members Kashner, Schrein, Ferguson, Packan, Ford and Kizer in favor, and member Eason opposed.

ADJOURN

Board Member Ferguson motioned to adjourn. Vice Chairperson Eason seconded the motion. Chairperson Kashner called for a vote. The motion passed unanimously, 7-0. Adjourned at 7:34 PM.



Jennifer Kashner, Chairperson
Parks and Recreation Board
Town of Trophy Club, TX



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