

TOWN OF TROPHY CLUB

1 Trophy Wood Drive
Trophy Club, Texas 76262



MEETING AGENDA

PARKS & RECREATION BOARD/TREE BOARD

June 17, 2025

6:00 PM

EOC/Training Room

CALL TO ORDER AND ANNOUNCE A QUORUM

PUBLIC COMMENT(S)

This is an opportunity for citizens to address the Board/Commission on any matter pursuant to Texas Government Code Sec. 551.007. The Board/Commission 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/Commission has authority. Speakers have up to three (3) 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. Department Updates
 - a. Fourth of July 2025
2. Quarterly Update on Master Plan Project from Parkhill. (Chase Ellis, Director of Parks & Recreation)
3. Update on Pool Construction Documents and Timeline. (Chase Ellis, Director of Parks & Recreation)

REGULAR ITEMS

4. Consider approval of the May 19, 2025, Parks & Recreation Board regular meeting minutes. (Daniel Wilson, Senior Administrative Assistant)

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: Saturday, June 14, 2025, at 5:30 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.

 /s/Daniel Wilson
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.



PARKS & RECREATION BOARD/TREE BOARD COMMUNICATION

MEETING DATE: June 17, 2025

FROM: Chase Ellis, Director of Parks & Recreation

AGENDA ITEM: Quarterly Update on Master Plan Project from Parkhill. (Chase Ellis, Director of Parks & Recreation)

BACKGROUND/SUMMARY:

The Town of Trophy Club initiated its strategic planning process in January 2024. During the Council Retreat, the Town Council directed the Town Manager and executive staff to develop a strategic plan to guide community discussions and priorities. Through this process, the Town established five primary focus areas: Prioritize Public Safety, Promote Quality of Life, Strengthen Infrastructure, Uphold Housing Standards, and Support Business.

One key objective within the focus area of *Promote Quality of Life* is to develop a comprehensive master plan for Trophy Club's public parks, recreational programs, and spaces, including funding strategies. The plan also aims to enhance community aesthetics by incorporating sustainable plantings, maintaining trees, and integrating design elements throughout community areas and medians. This Master Plan will serve as a foundational document, guiding the development, design, and sustainability of the Town's parks and recreational resources.

To ensure transparency and continued engagement, quarterly updates will be provided to the community to share progress and key milestones throughout the duration of the project.

BOARD REVIEW/CITIZEN FEEDBACK: N/A

FISCAL IMPACT: The Parks Master Plan agreement has a lump sum amount of \$244,065 with an additional allowance of \$5,000 for reimbursable expenses, which will be itemized and carried on a separate line item within the budget. The FY 2025 Budget includes a total of \$250,000 in the Parks Department's General Fund Budget for the development of this plan.

LEGAL REVIEW: N/A

ATTACHMENTS:

1. Update Presentation
2. Trophy Club Beneficiary of Service Models

ACTIONS/OPTIONS:

N/A

Park Board Update – Q1

June 2025

TROPHY CLUB

Parks & Recreation *Master Plan*



AGENDA //



- **Project Kick-Off & Branding**
- **Site Tour Recap**
- **Community Engagement Briefing**
- **Financial Workshop Highlights**
- **Next Quarter Look Ahead**
 - Design / Standards Guidelines
 - Goals / Themes
 - Statistically Valid Survey Results

PRIMARY

LOGO

TROPHY CLUB
**Parks &
 Recreation**
Master Plan

REVERSED

TROPHY CLUB
**Parks &
 Recreation**
Master Plan

COLORS

#10132E

#AF913C

#A91F25

#007796

#A0C8EA

PRIMARY
 ILLUSTRATION
 (can be used in any of the 4
 secondary colors on dark
 blue background)



HEADINGS

Iowan Old Style, Bold

SUB-HEADINGS

AKTIV GROTESK EX, BOLD
300 TRACKING, ALL CAPS

BODY COPY

Iowan Old Style, Roman

SITE TOURS



POP UPS



WHAT WORD OR PHRASE COMES TO MIND WHEN YOU THINK OF PARKS IN TROPHY CLUB?

The board features numerous sticky notes with the following text:

- Fun & Clean
- Activities
- Fun!
- Active
- Thank You, Trophy Club!
- love all the parks
- More Social & Multi-Cultural Events
- Safe
- Fun
- Family Fitness
- Team-Work
- peaceful
- Fun
- Fun
- Fun
- Friends!
- Community
- Clean
- Inviting
- cool
- Active
- Beautiful
- Soccer
- happy
- soccer!
- Fun & Clean
- Always fun!!!
- Awesome
- Great new
- Fun & Clean
- Family fun
- Fun & Clean



open
active
friendly

relaxing

Beautiful

NICE

FUN

Harmony

✓peaceful

Soccer

Team-Work

BBQ

Community

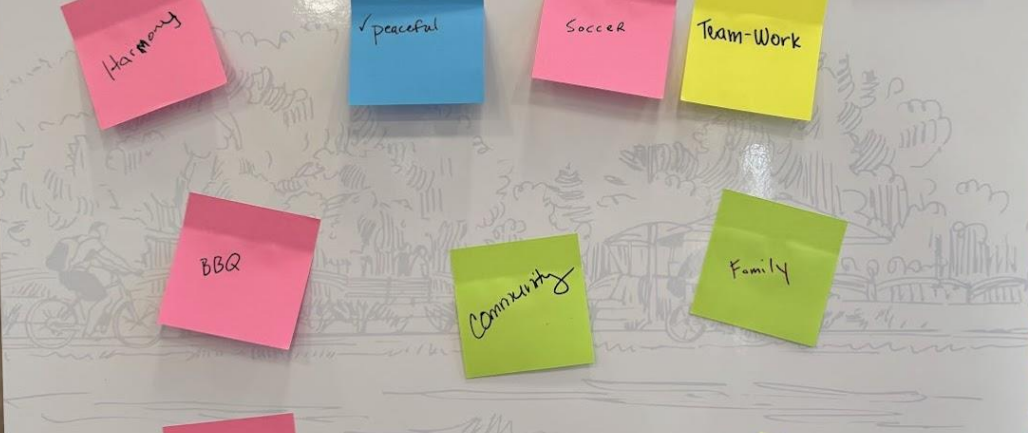
Family

NICE
Walking
Areas

In-progress

clean

Shade



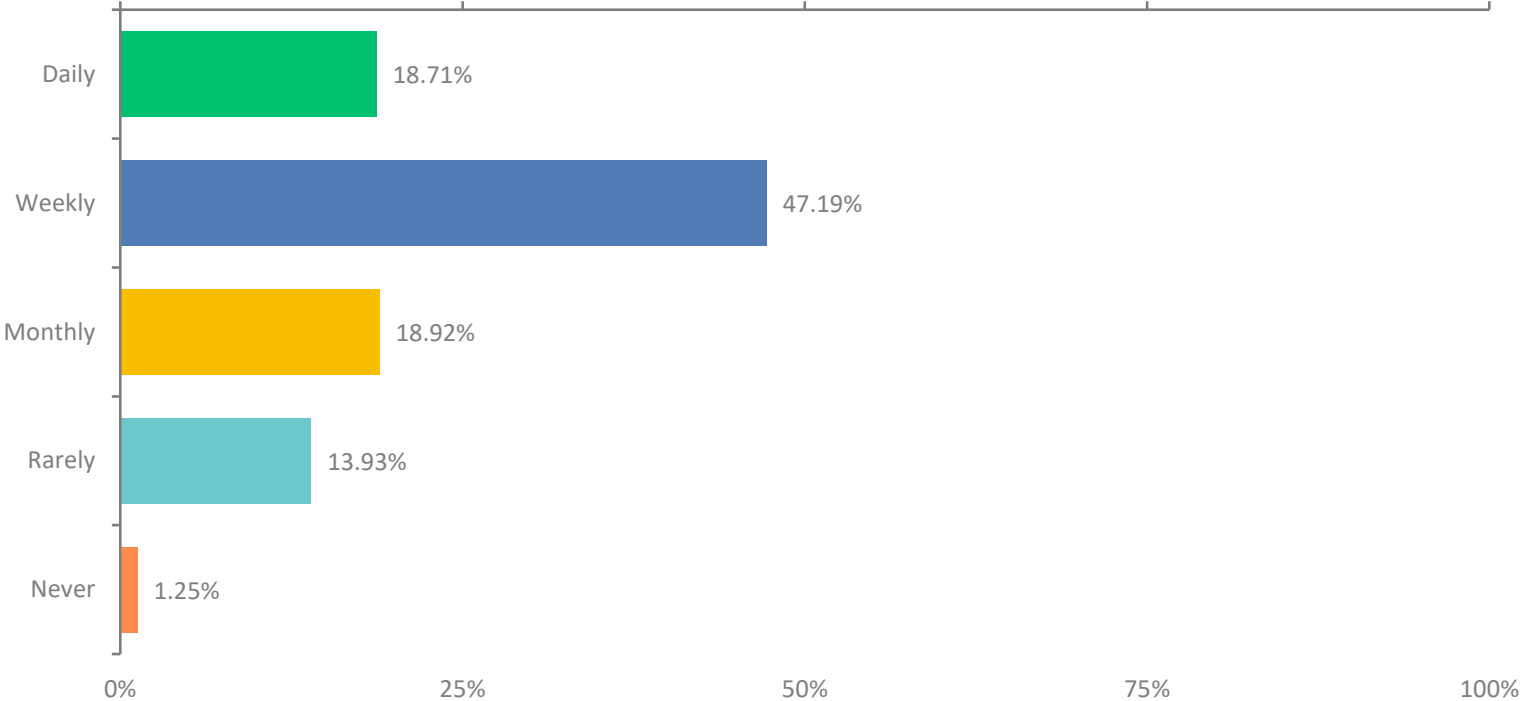
SURVEY

484 Total Responses

April 16 - May 16, 2025

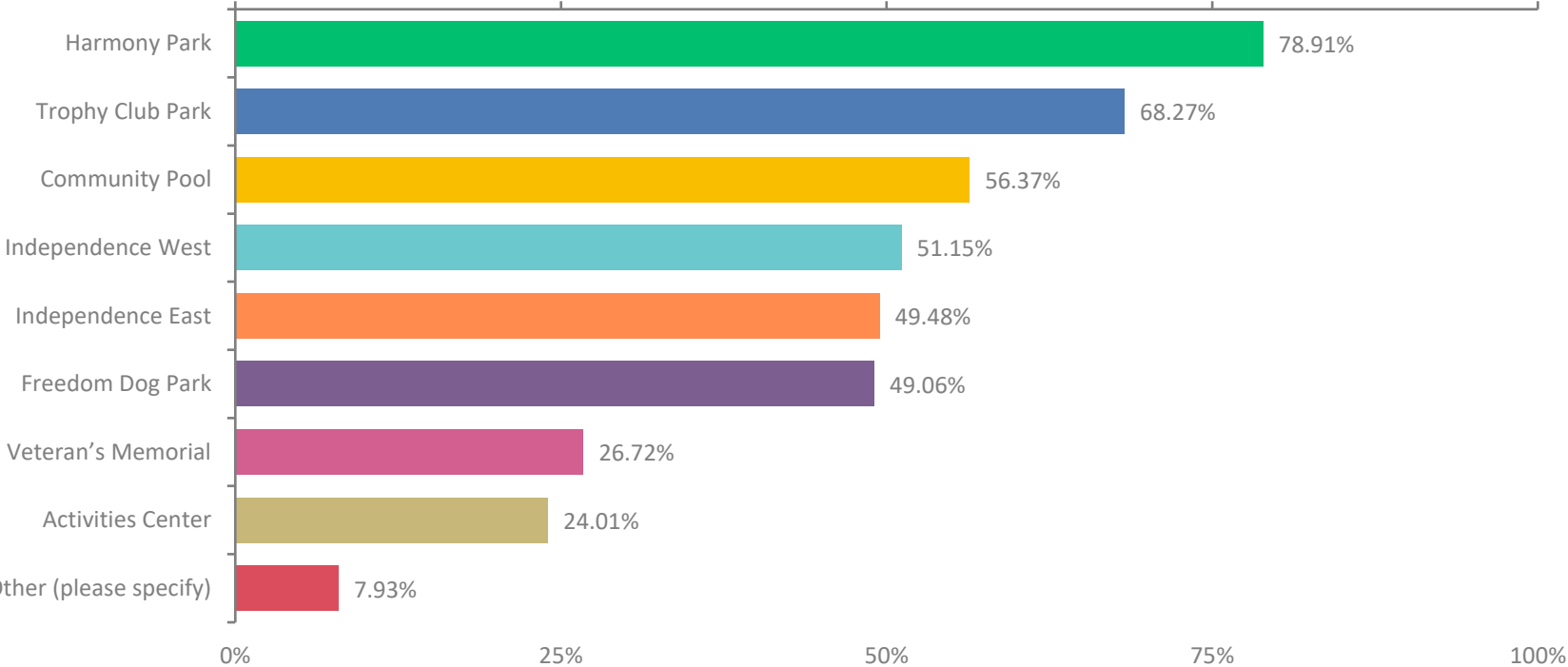
Q1: How often do you visit Trophy Club parks, trails, or recreation facilities?

Answered: 481 Skipped: 3



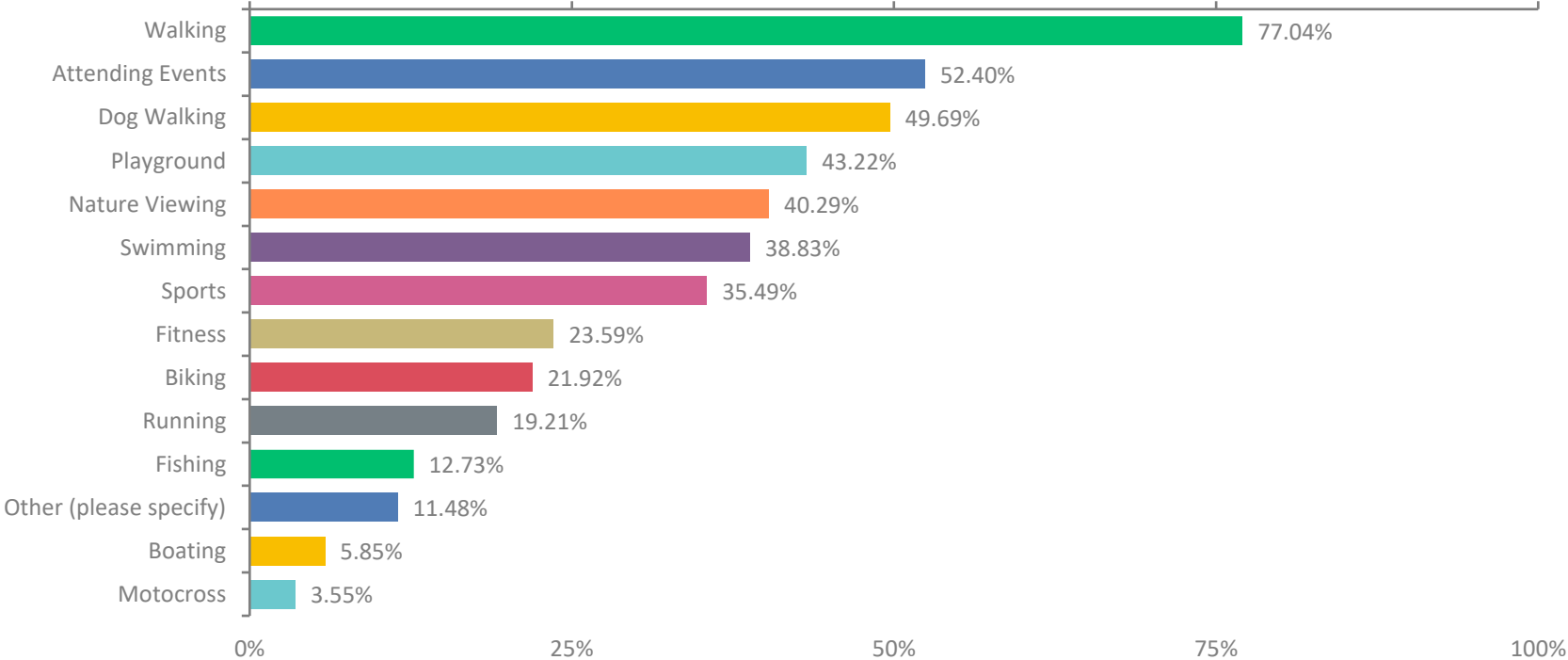
Q2: Which parks, trails or recreation facilities have you visited before? Select all that apply.

Answered: 479 Skipped: 5



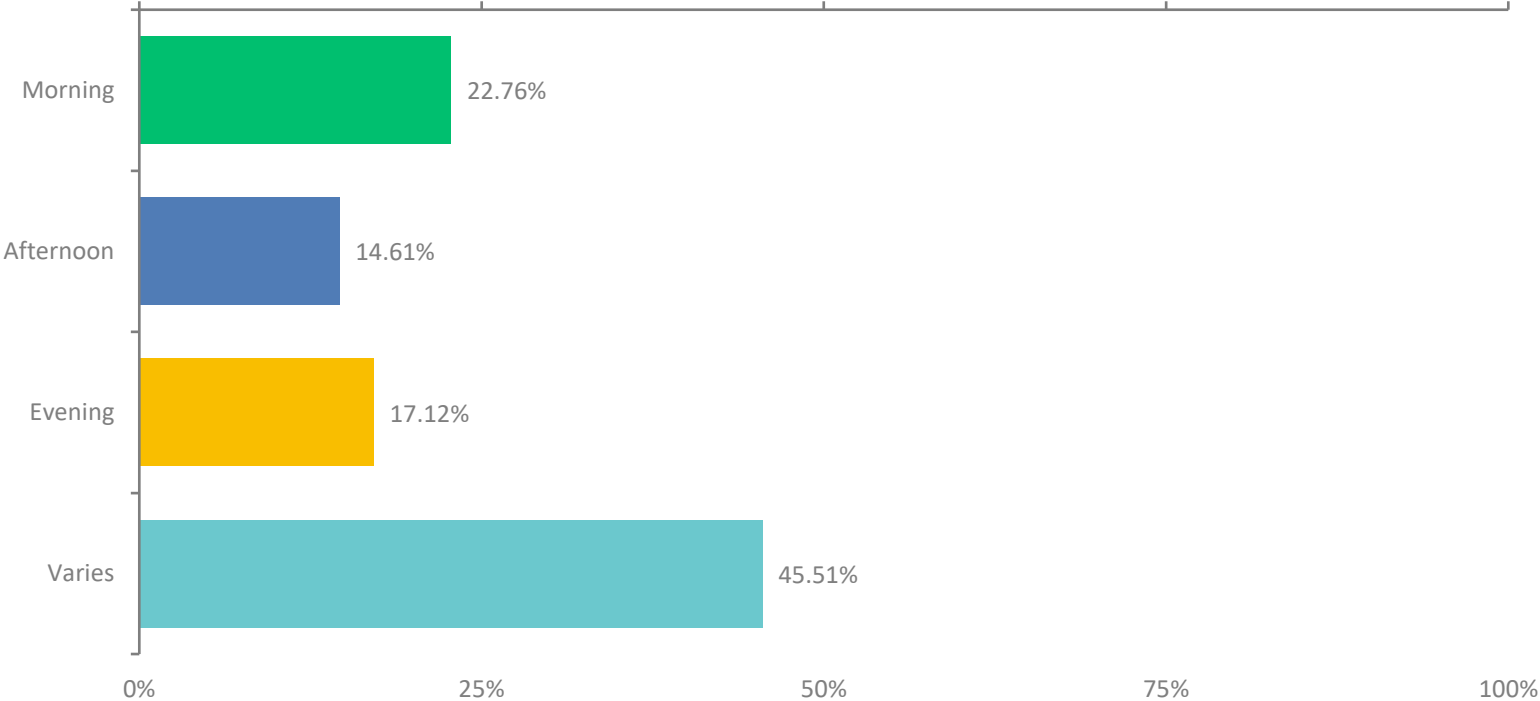
Q3: What activities do you typically do when visiting? Select all that apply.

Answered: 479 Skipped: 5



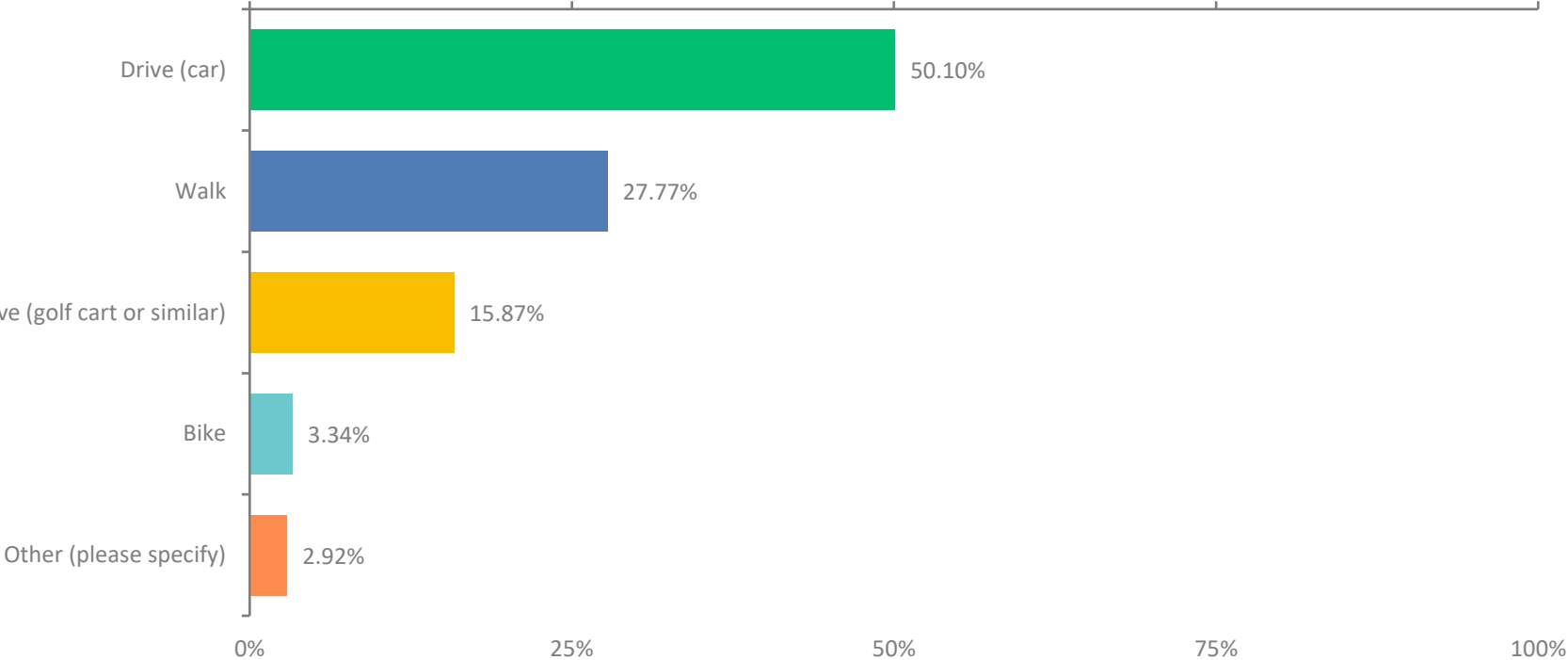
Q4: What time of day do you most often visit Trophy Club parks, trails or recreation facilities?

Answered: 479 Skipped: 5



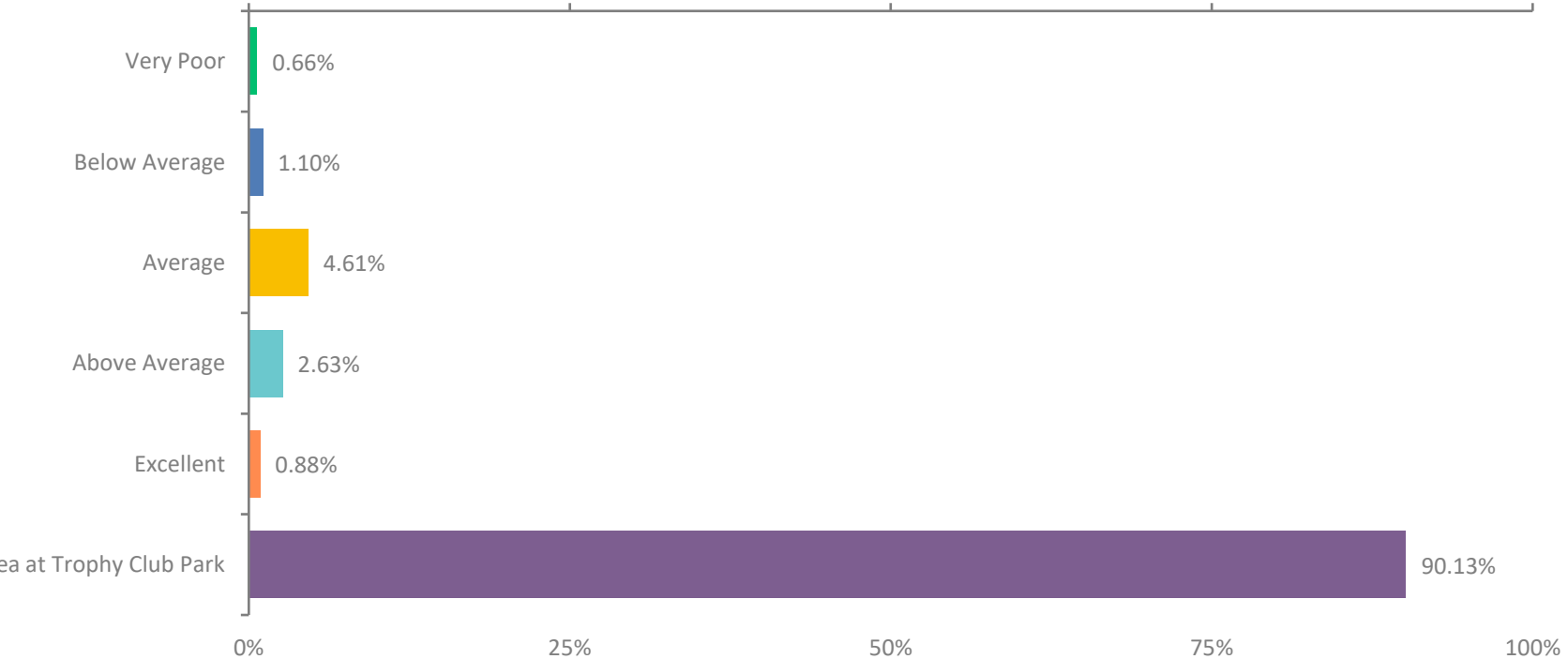
Q5: How do you usually get to Trophy Club parks, trails and/or recreation facilities?

Answered: 479 Skipped: 5



Q6: If you use the off-road vehicle area at Trophy Club Park, how would you rate the quality of the experience?

Answered: 456 Skipped: 28



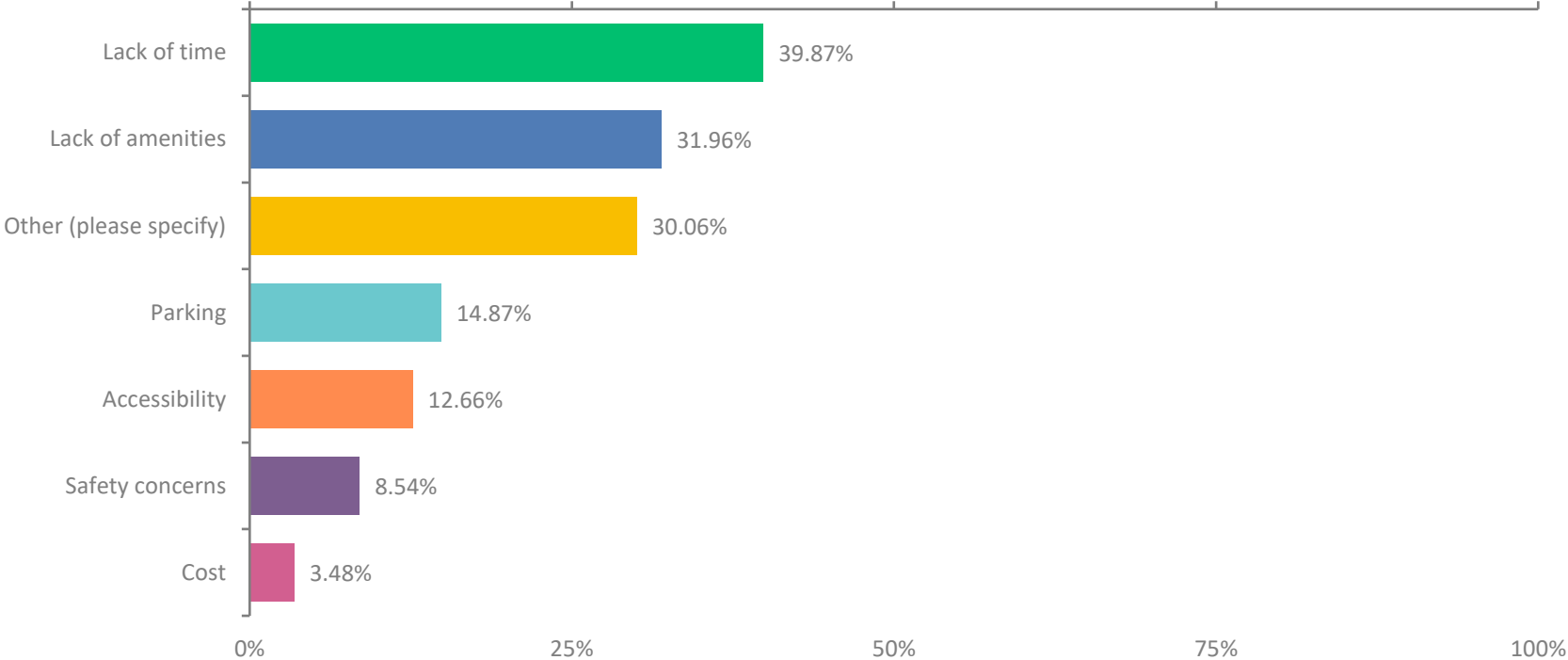
Q7: How satisfied are you with Trophy Club's parks, trails and recreation options?

Answered: 371 Skipped: 113



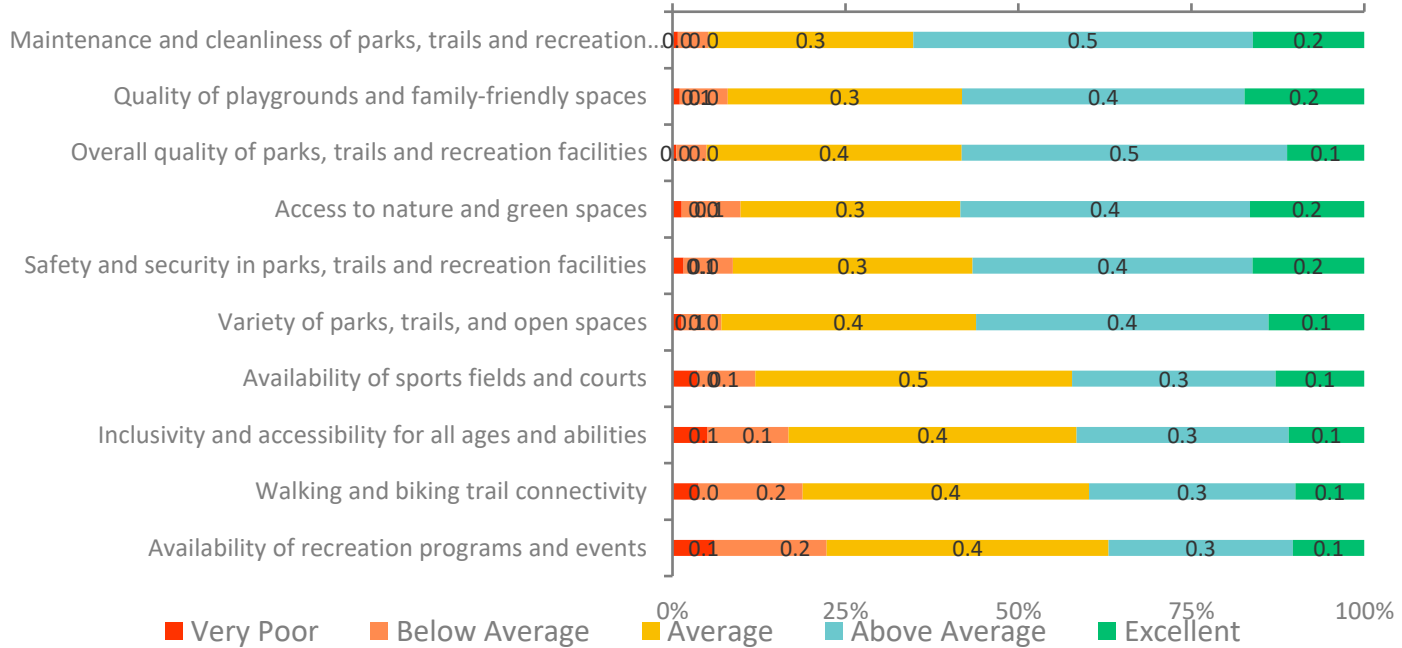
Q8: Are there any barriers that prevent you from using parks, trails or recreation facilities more often? Select all that apply.

Answered: 316 Skipped: 168



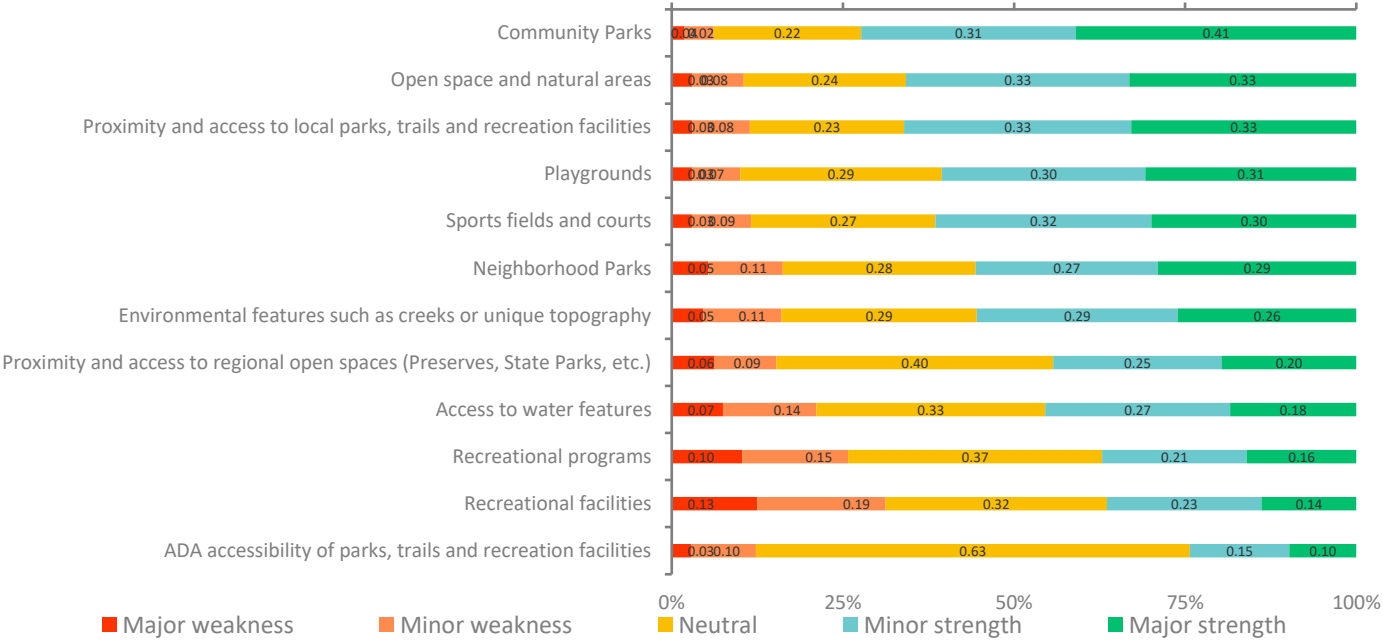
Q9: How would you currently rate the Trophy Club parks and recreation system on the following?

Answered: 394 Skipped: 90



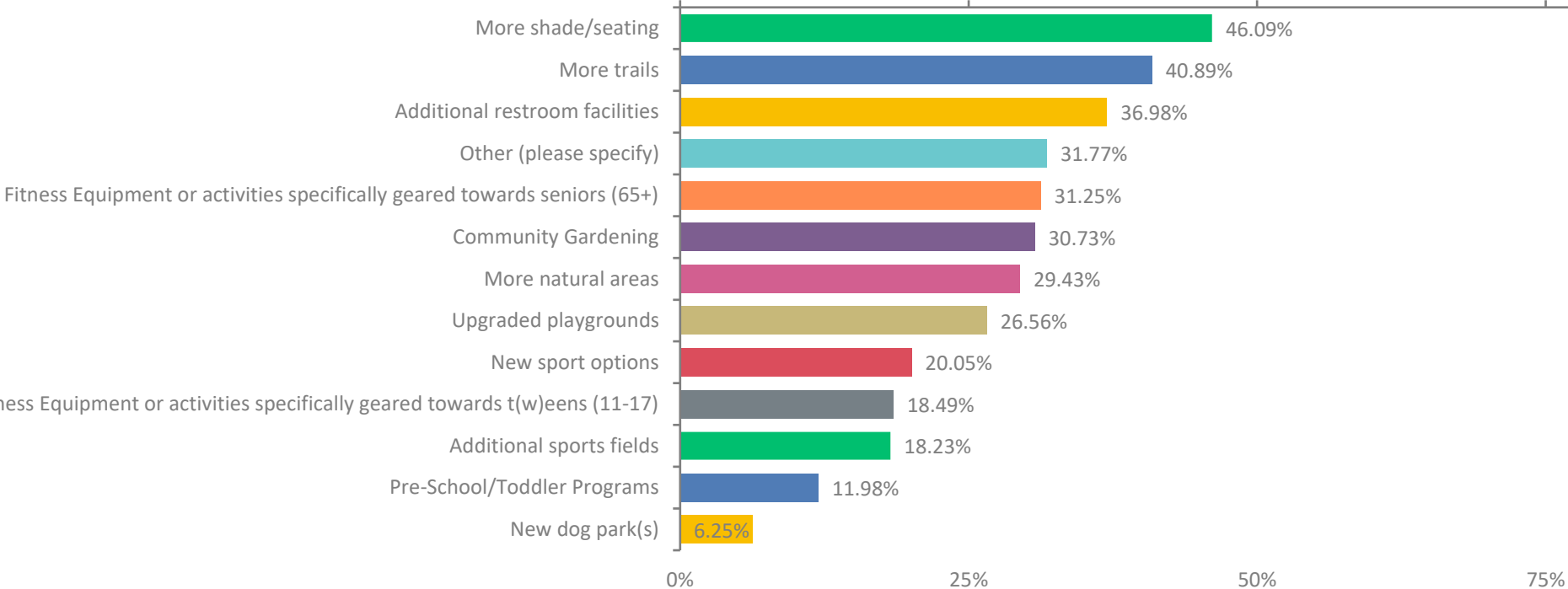
Q10: When considering Trophy Club's existing parks and recreation system, identify if each of the following is a strength or weakness for the community today.

Answered: 384 Skipped: 100



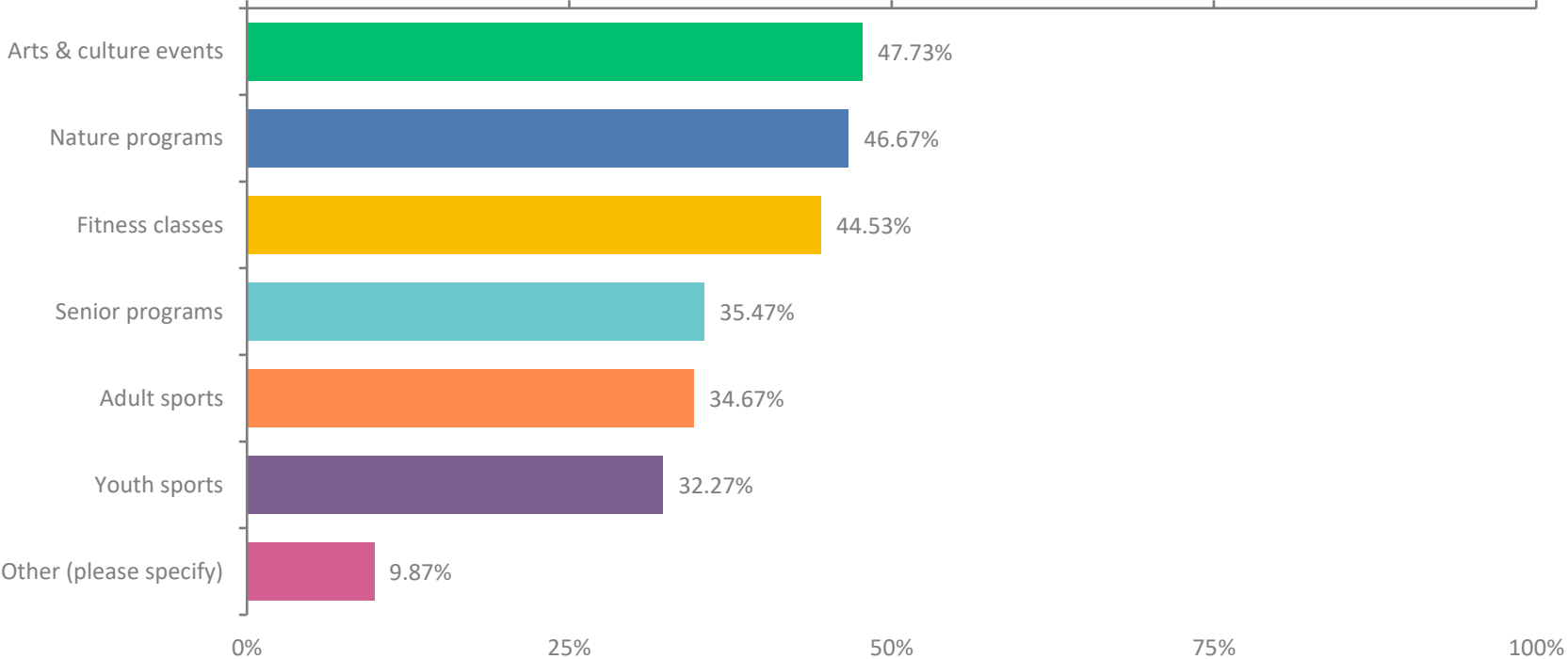
Q11: Which types of park improvements or additions would you like to see? Select all that apply.

Answered: 384 Skipped: 100



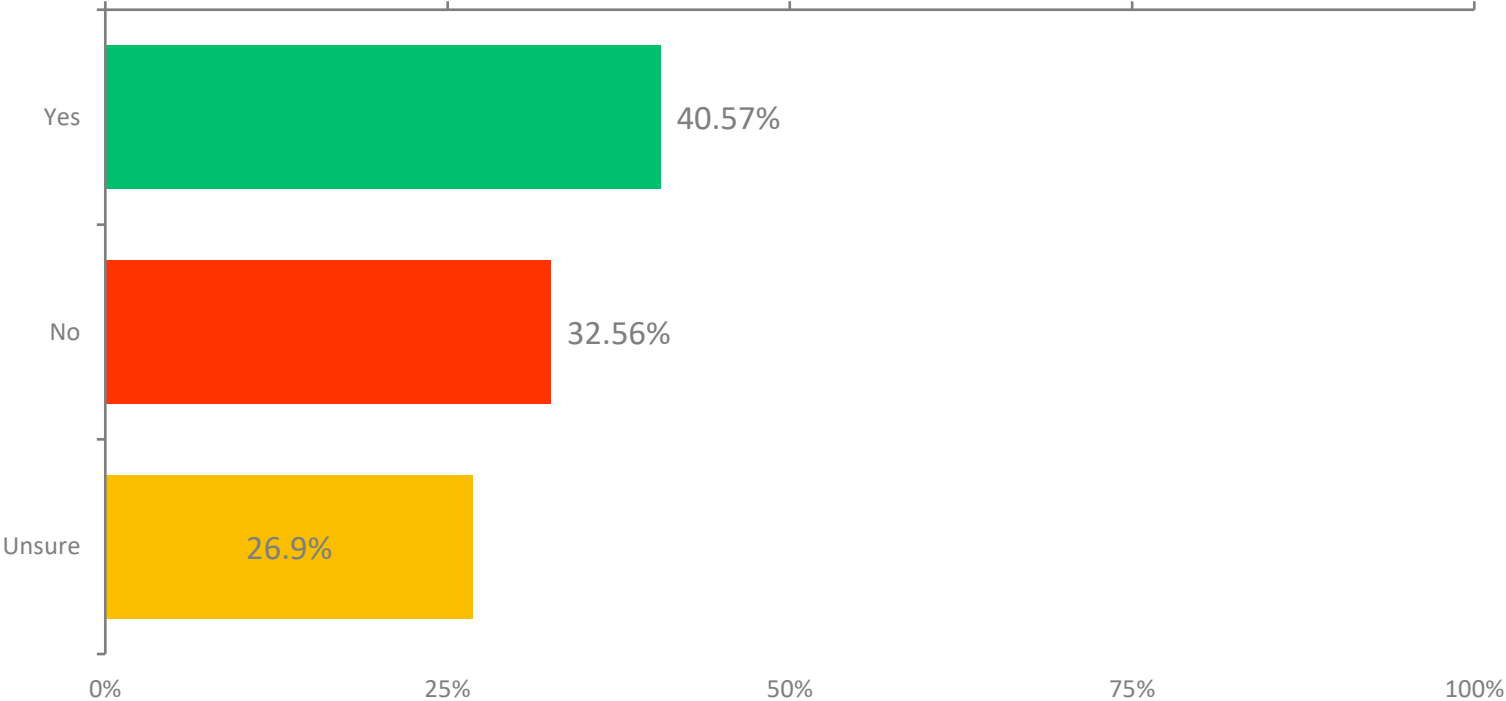
Q12: Which types of recreation programs would you or your family be most interested in? Select all that apply.

Answered: 375 Skipped: 109



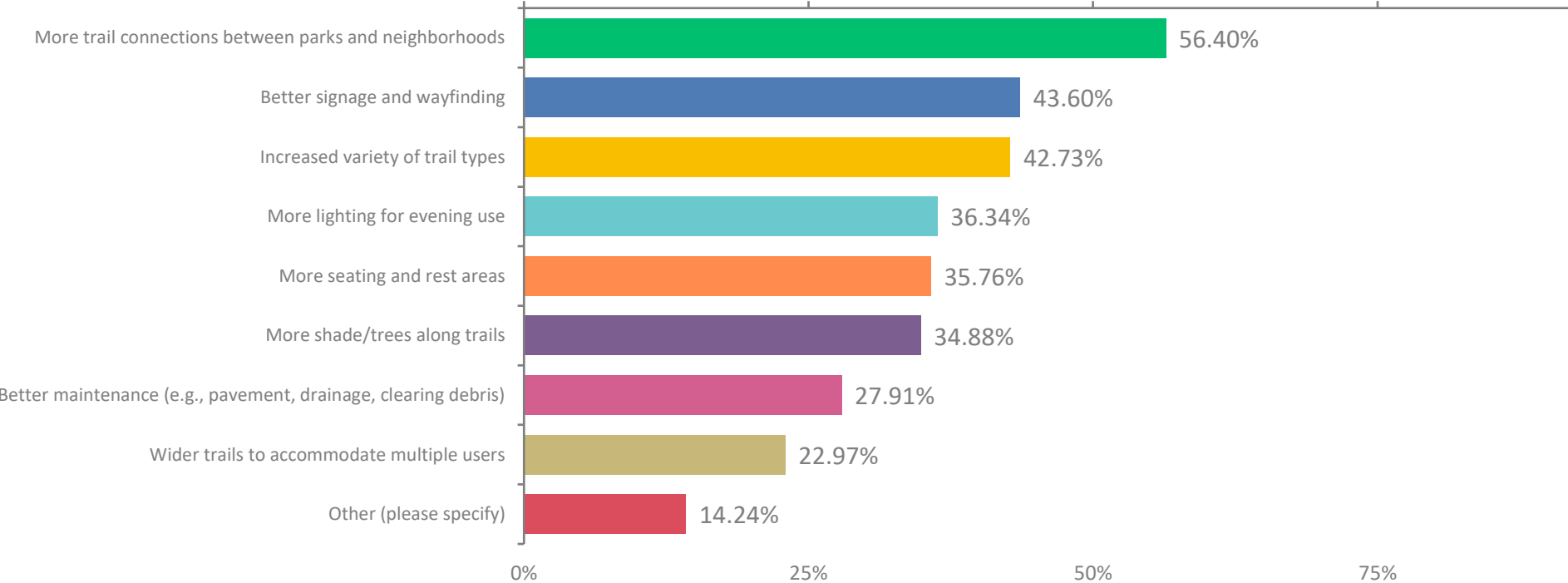
Q13: Do you feel there are enough parks, trails and recreation opportunities in Trophy Club for all ages and abilities?

Answered: 387 Skipped: 97



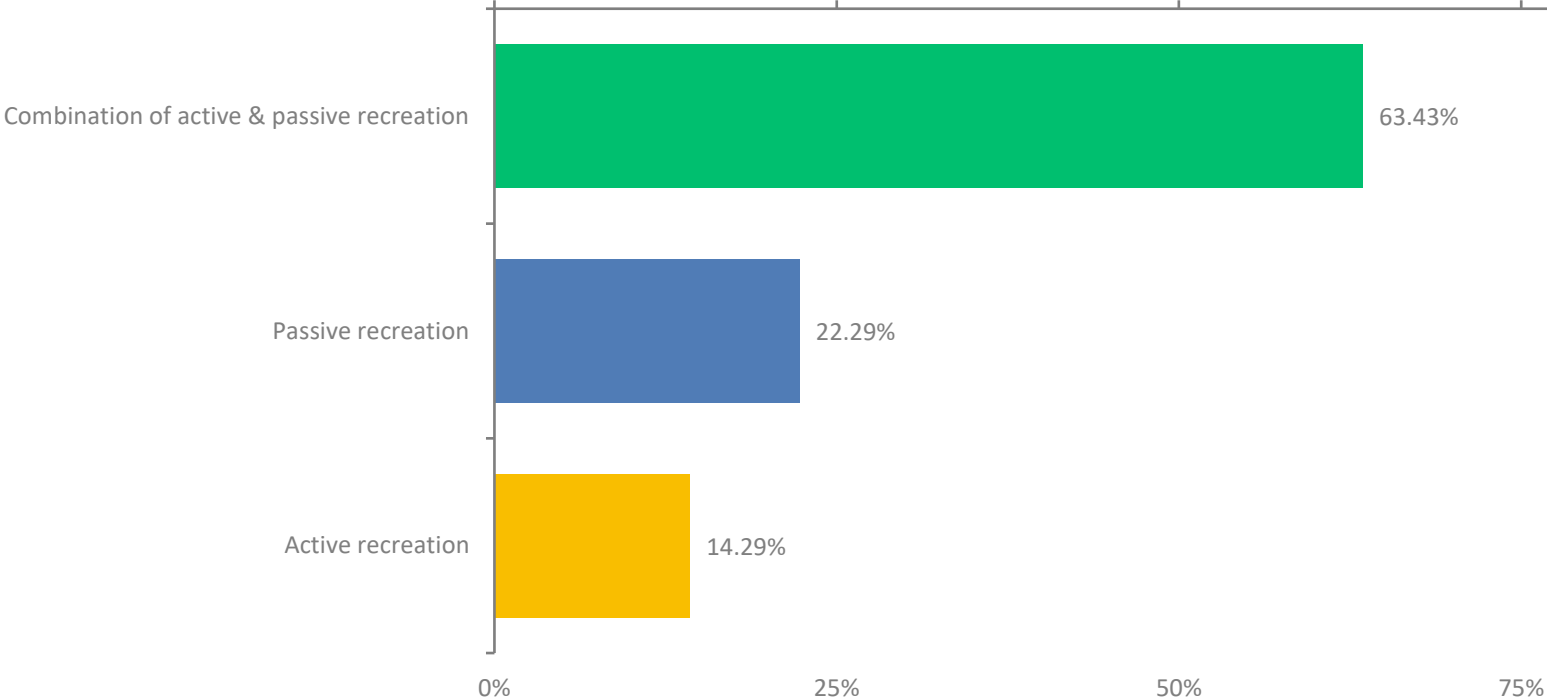
Q15: What trail-specific improvements would you most like to see? Select all that apply.

Answered: 344 Skipped: 140



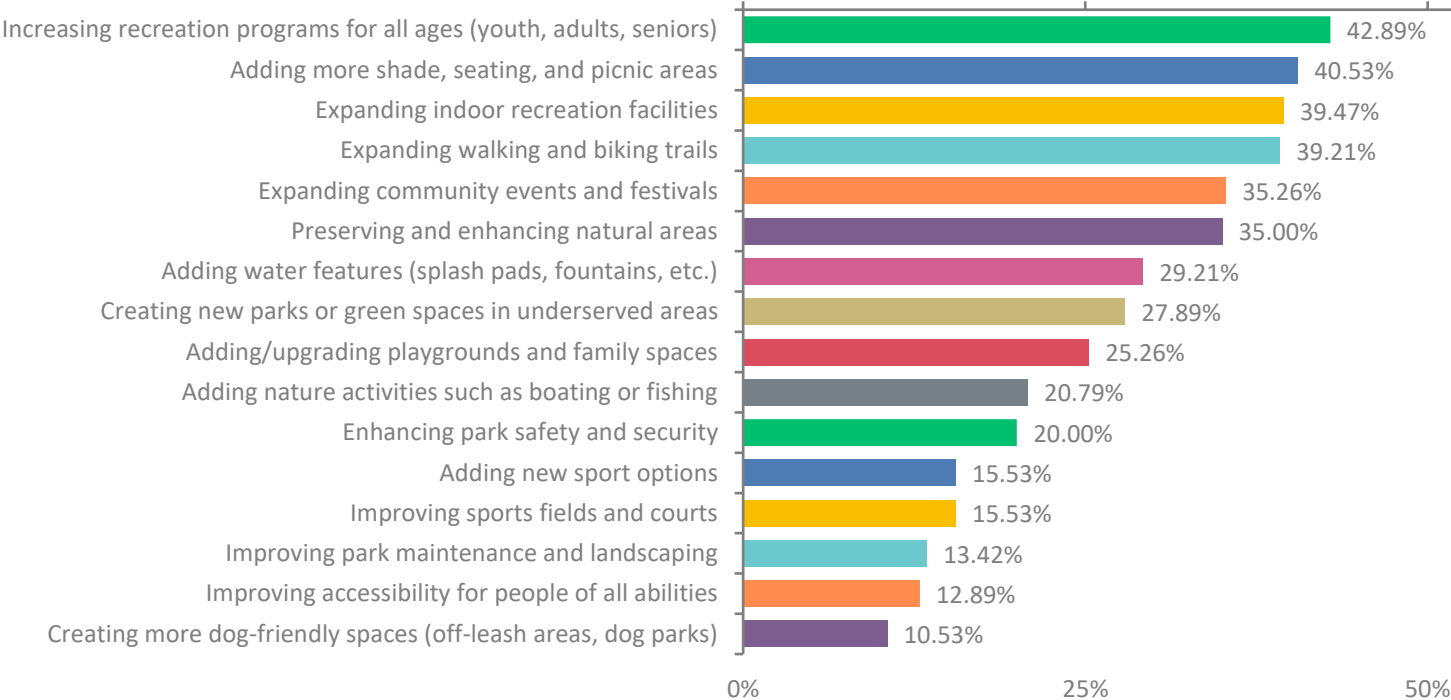
Q17: What type of recreation would you like to see at Trophy Club parks?

Answered: 350 Skipped: 134



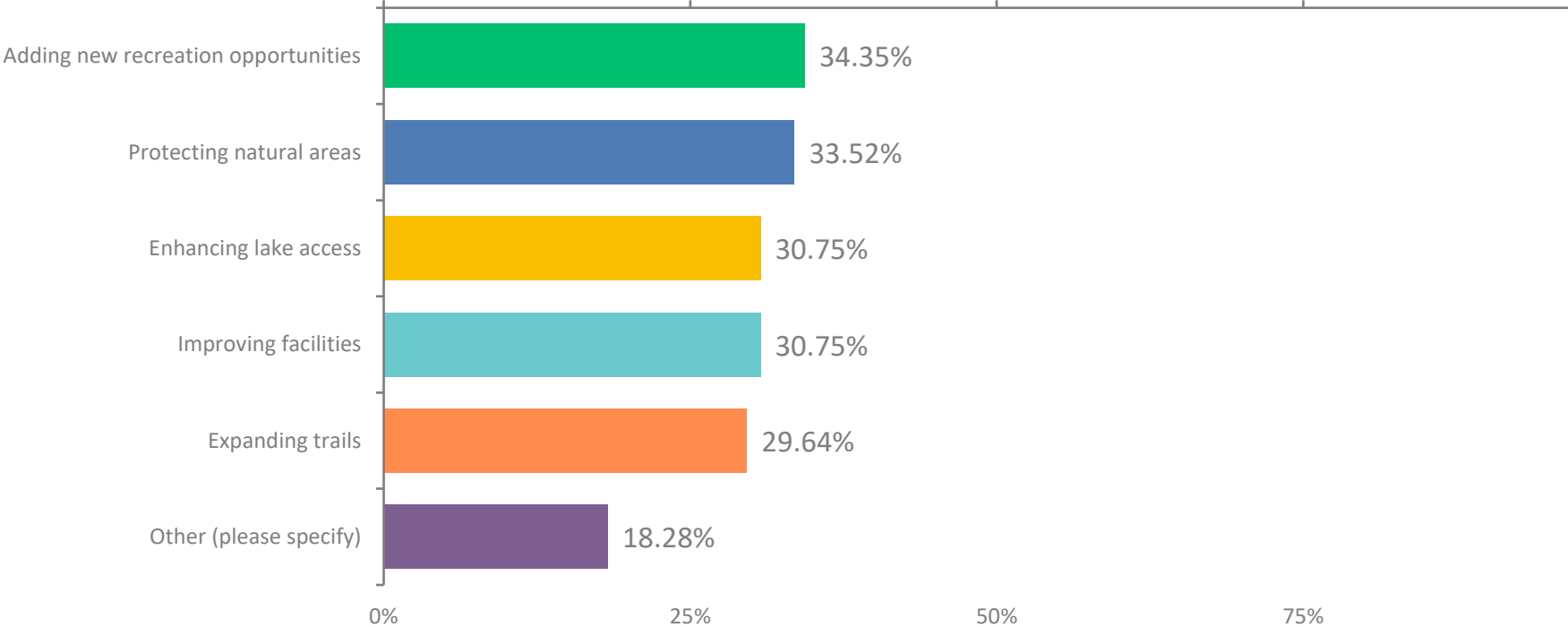
Q18: In planning for the future of parks and recreation in Trophy Club, what should the Town focus on? Choose your top 5 priorities from the list below.

Answered: 380 Skipped: 104



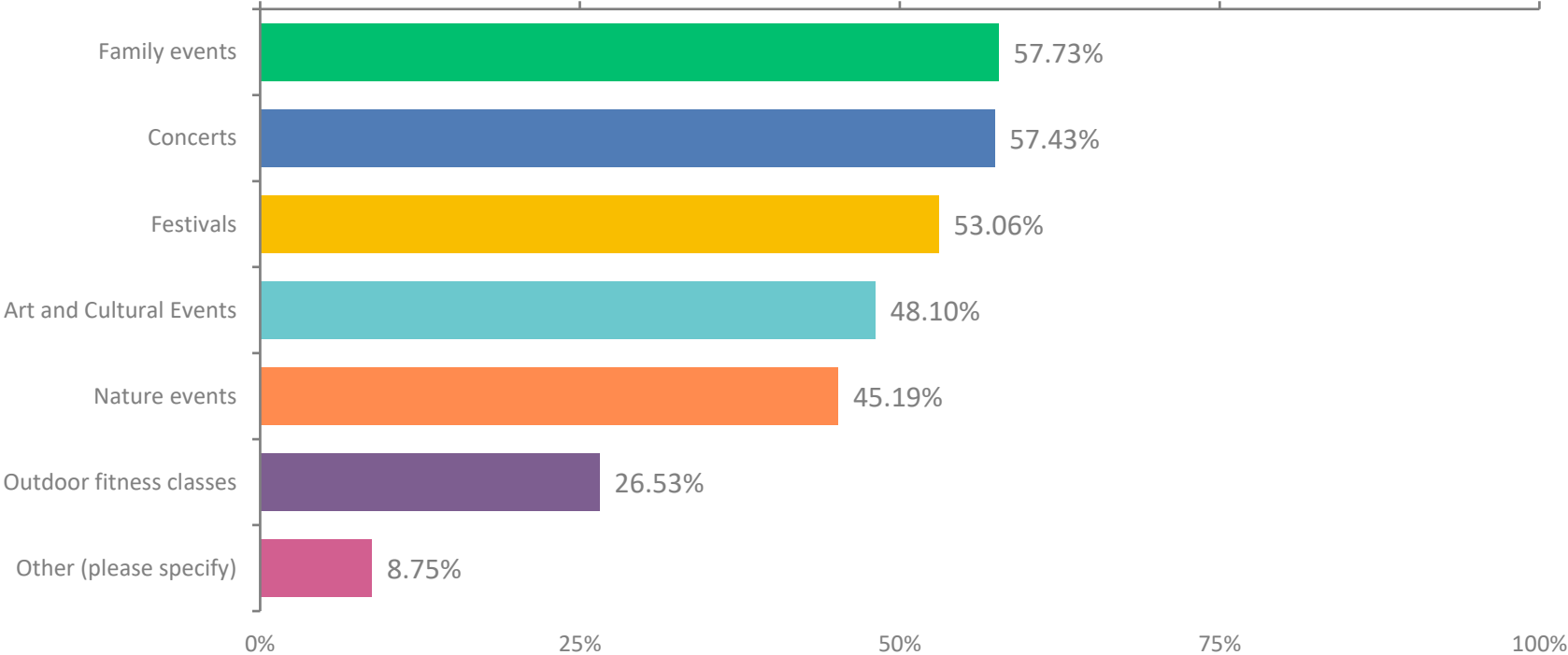
Q19: What should be the highest priority for future investments at Trophy Club Park? Select all that apply.

Answered: 361 Skipped: 123



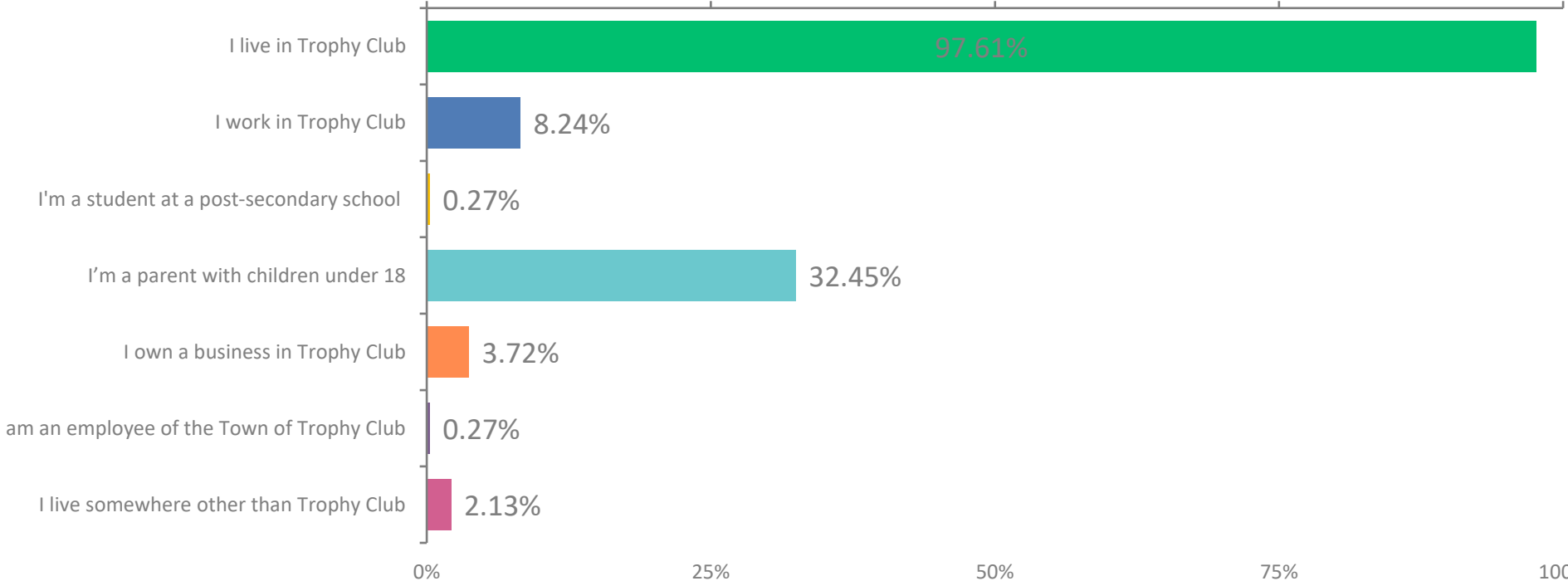
Q20: What types of community events or activities would you like to see more of? Select all that apply.

Answered: 343 Skipped: 141



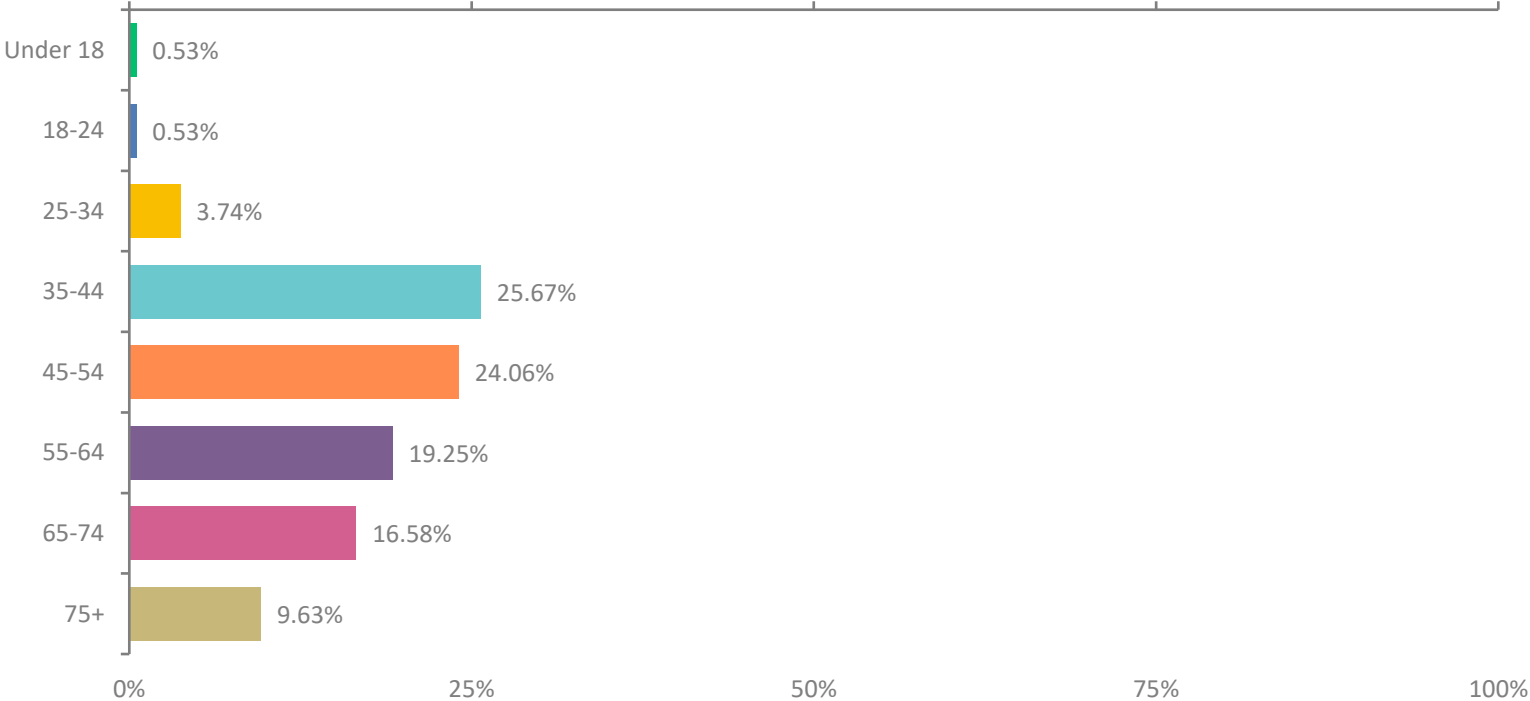
Q24: Which best describes you? Select all that apply.

Answered: 376 Skipped: 108



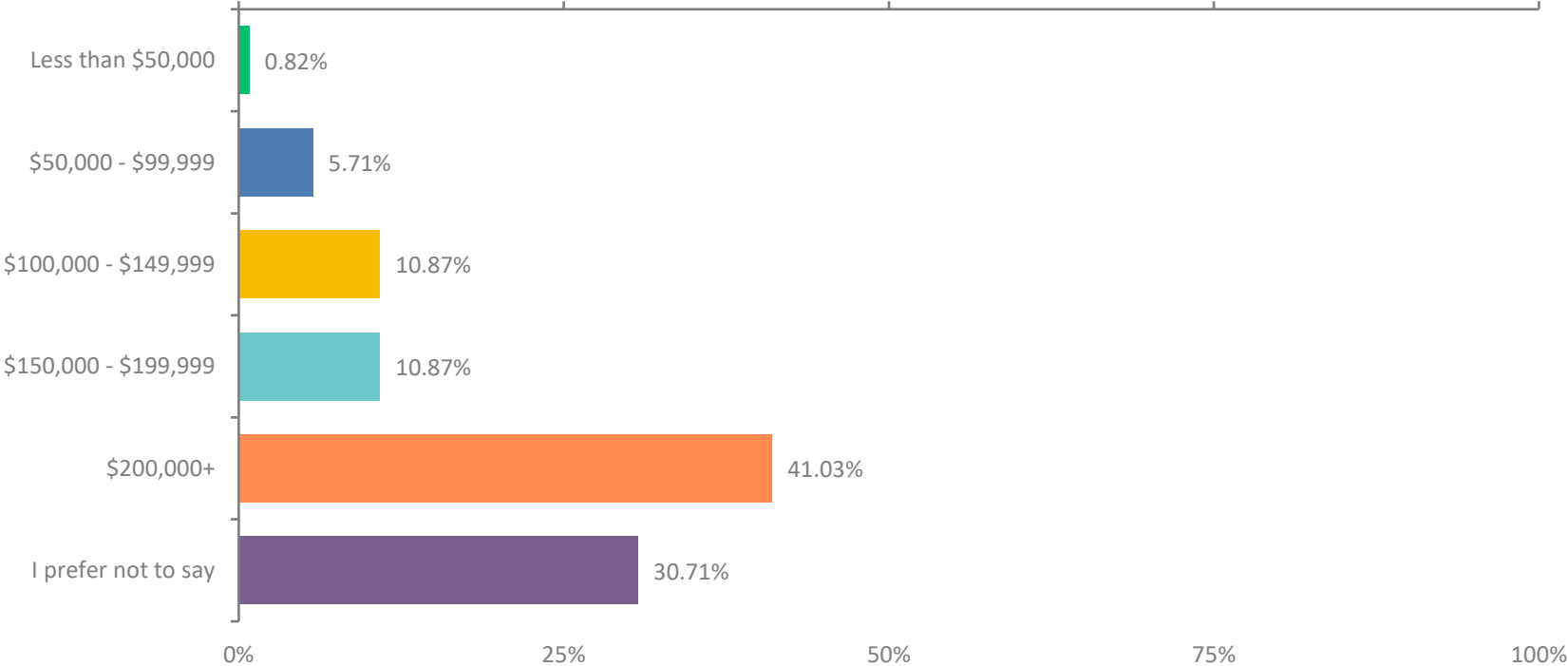
Q26: How old are you?

Answered: 374 Skipped: 110



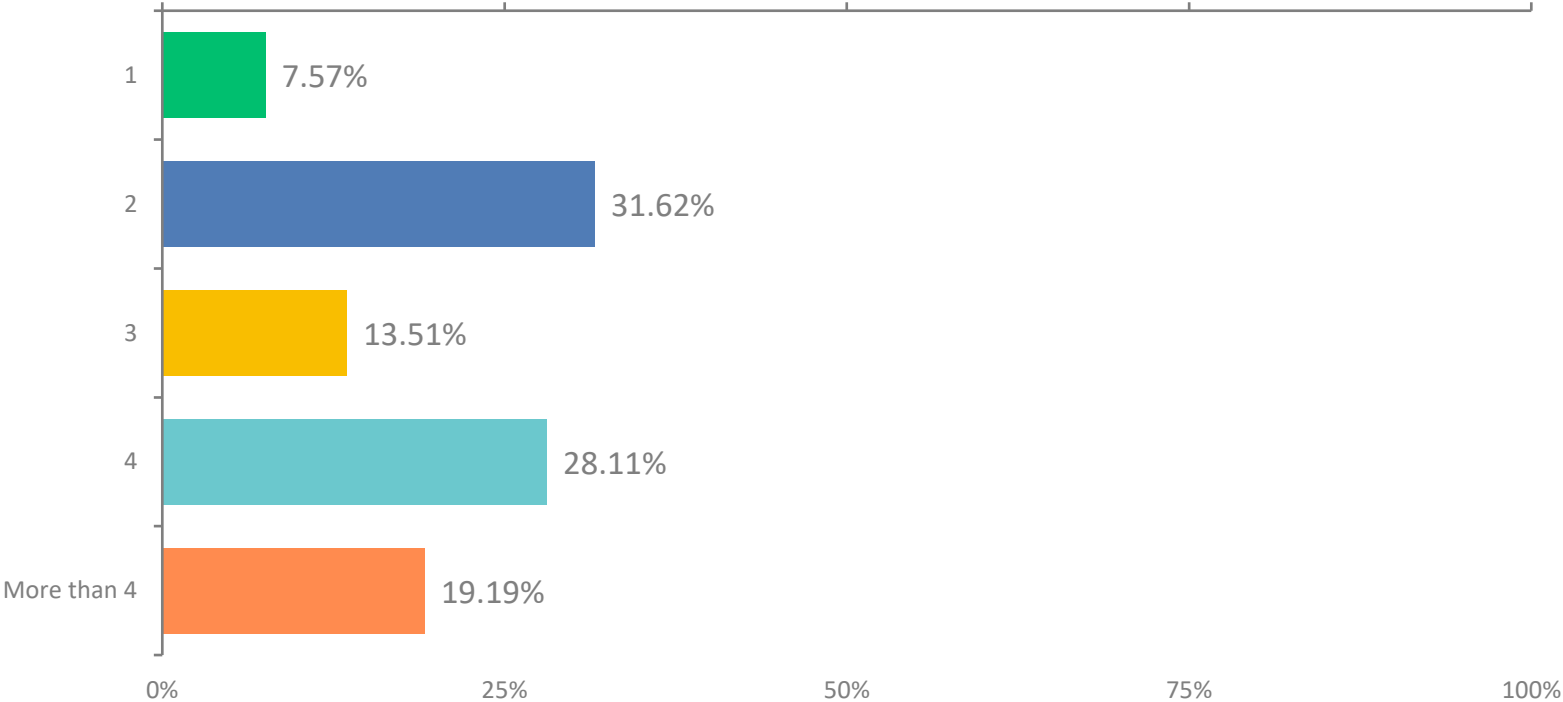
Q27: What is your total household income?

Answered: 368 Skipped: 116



Q28: Including yourself, how many people currently live in your household?

Answered: 370 Skipped: 114

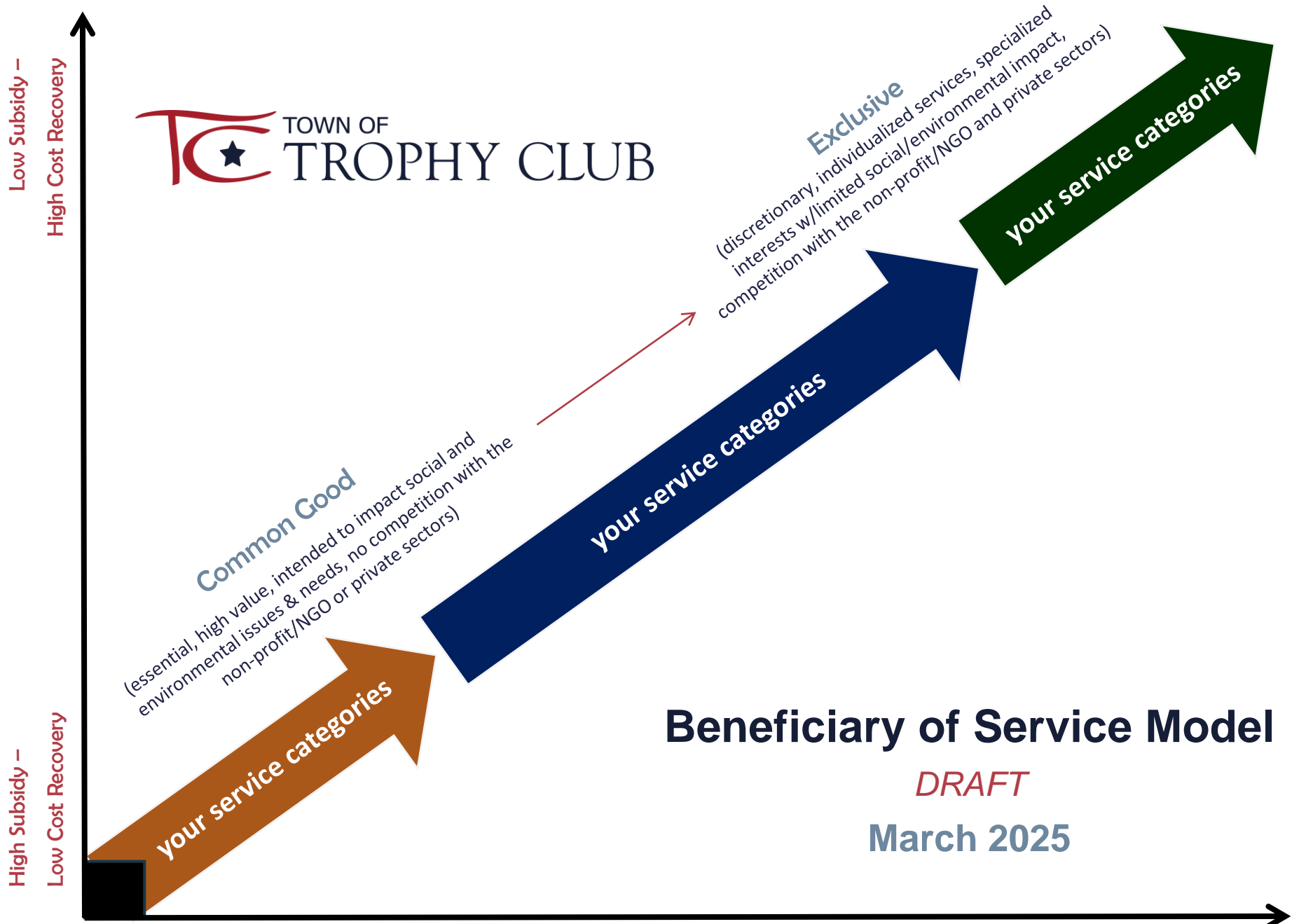


FINANCIAL WORKSHOP TAKEAWAYS

NEXT QUARTER



Financial Sustainability Continuum



Beneficiary of Service Model

DRAFT

March 2025

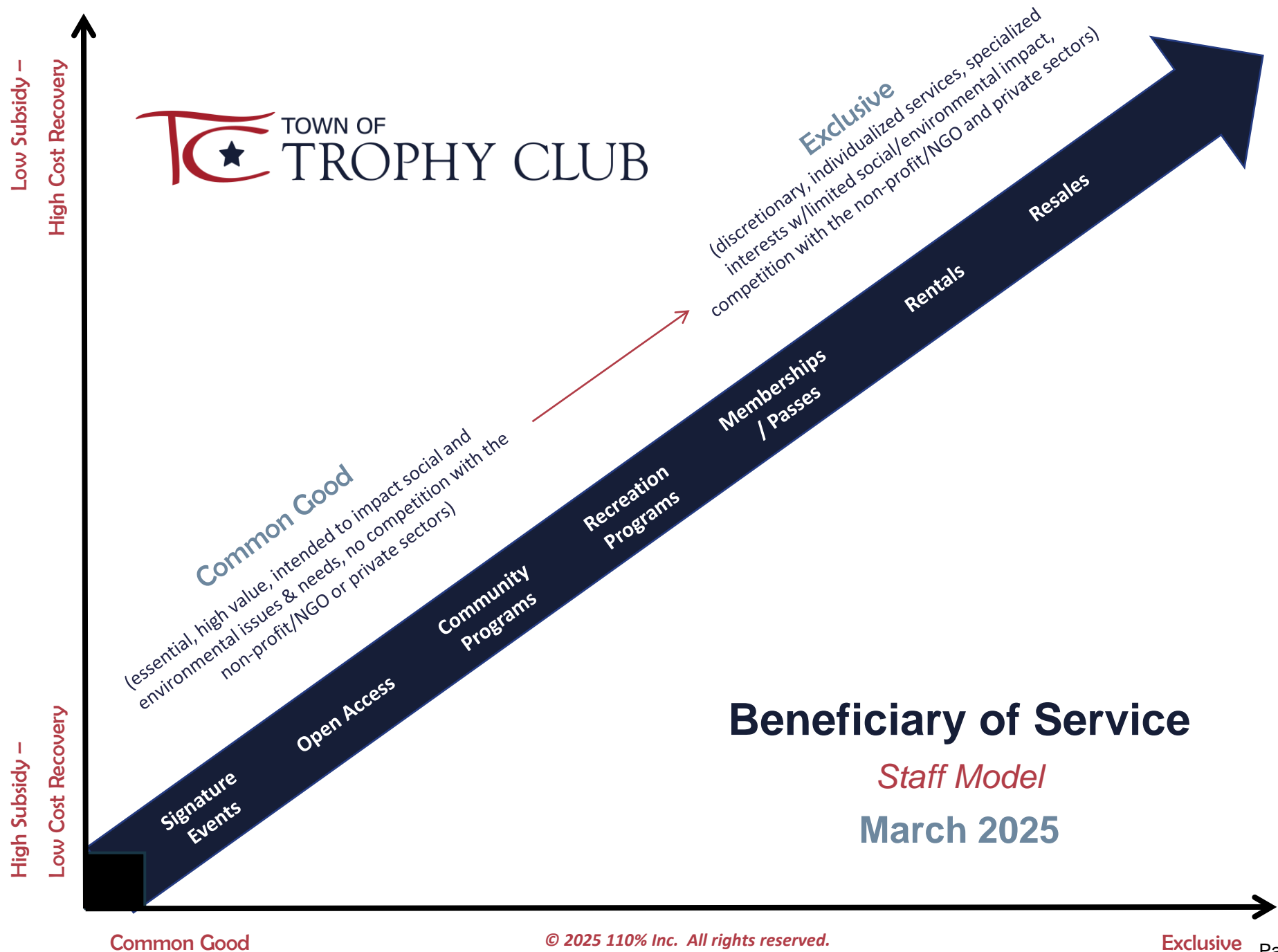
Common Good

© 2025 110% Inc. All rights reserved.

Exclusive Page 42 of 57



Financial Sustainability Continuum



Common Good

© 2025 110% Inc. All rights reserved.

Exclusive Page 43 of 57



Financial Sustainability Continuum



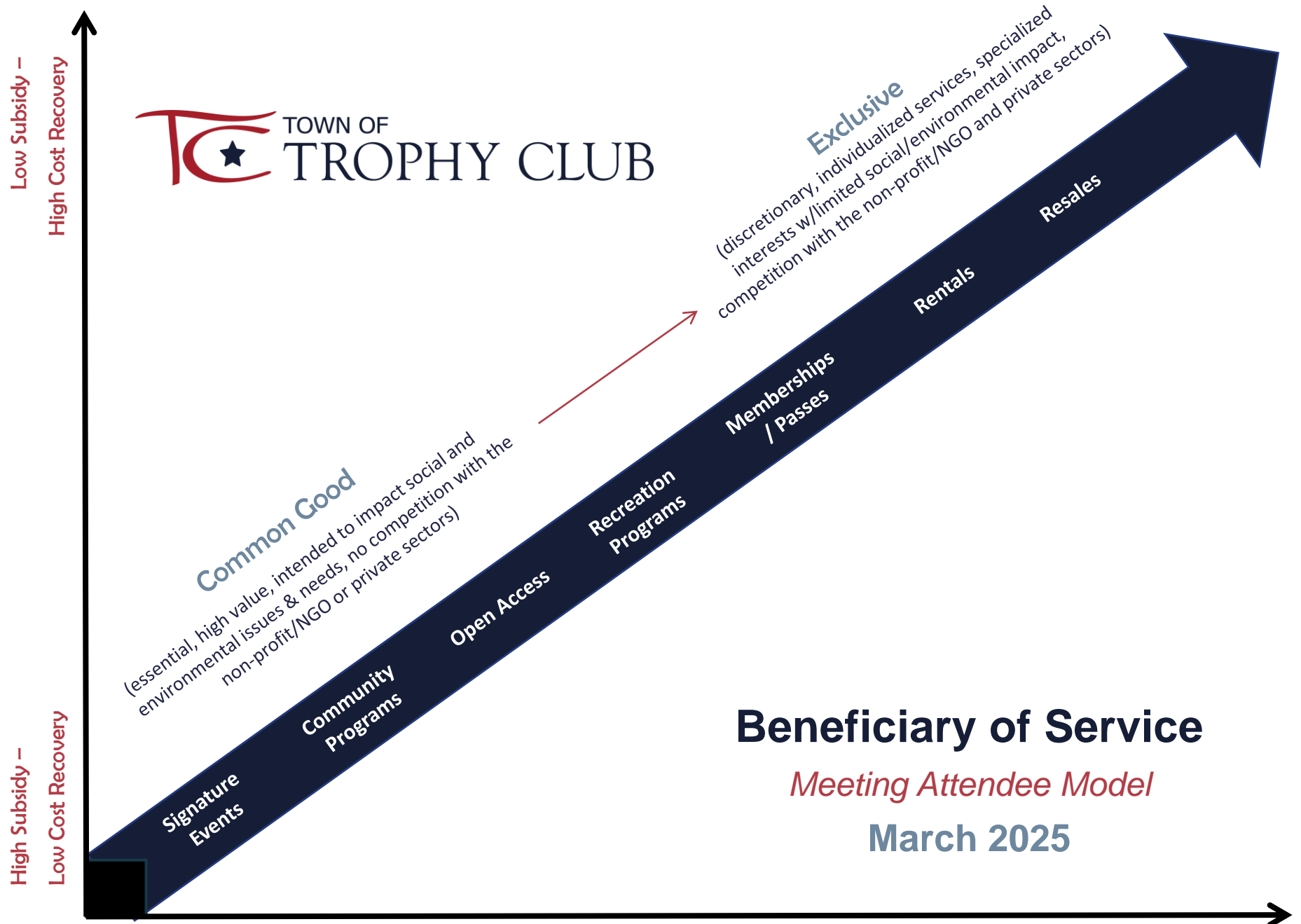
Common Good

© 2025 110% Inc. All rights reserved.

Exclusive Page 44 of 57



Financial Sustainability Continuum



Common Good
(essential, high value, intended to impact social and environmental issues & needs, no competition with the non-profit/NGO or private sectors)

Exclusive
(discretionary, individualized services, specialized interests w/limited social/environmental impact, competition with the non-profit/NGO and private sectors)

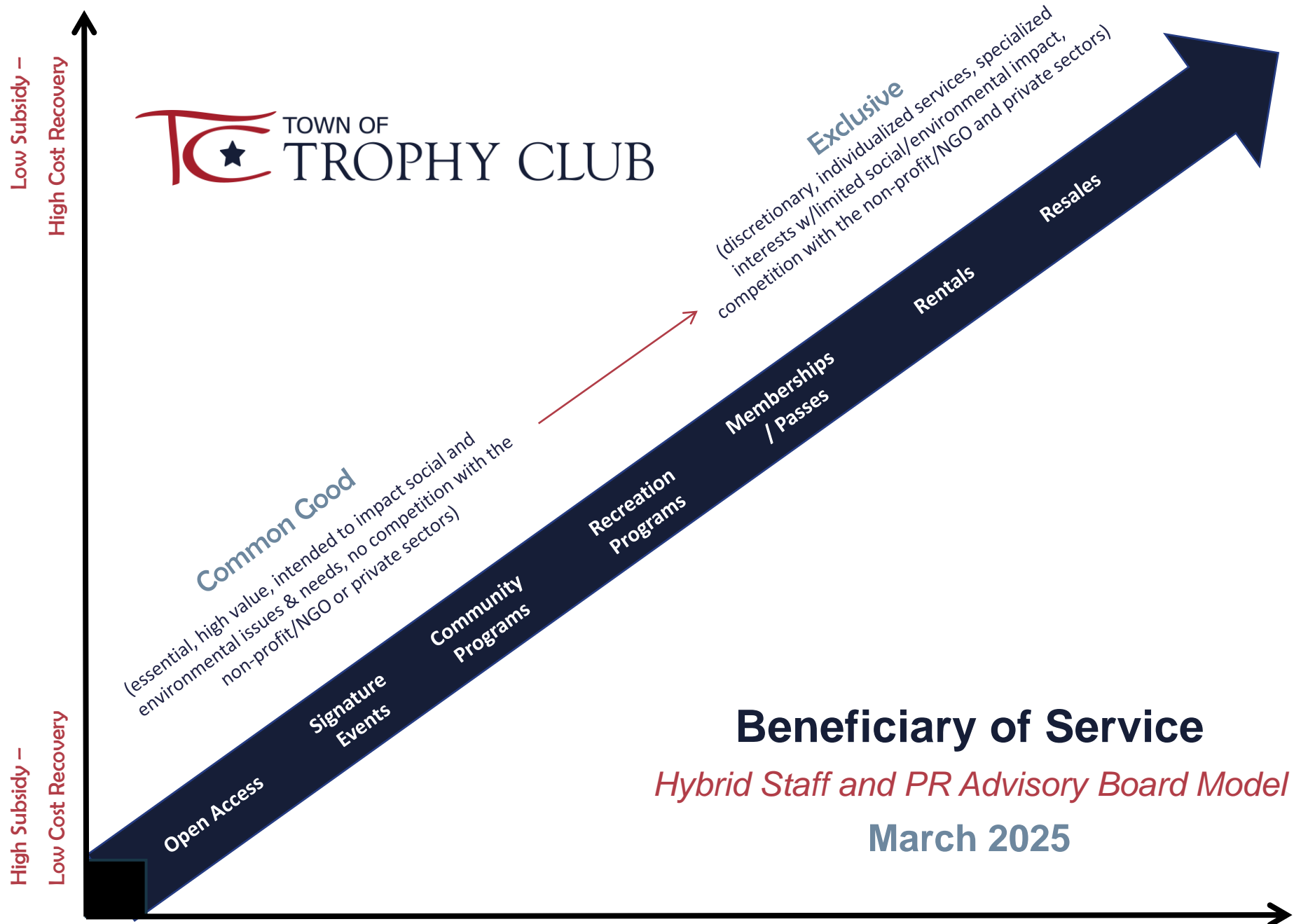
Beneficiary of Service

Meeting Attendee Model

March 2025



Financial Sustainability Continuum



Common Good

© 2025 110% Inc. All rights reserved.

Exclusive Page 46 of 57



Financial Sustainability Continuum



Low Subsidy -
High Cost Recovery

High Subsidy -
Low Cost Recovery

Common Good

© 2025 110% Inc. All rights reserved.

Exclusive Page 47 of 57

Beneficiary of Service
Hybrid All Participants Model
March 2025



PARKS & RECREATION BOARD/TREE BOARD COMMUNICATION

MEETING DATE: June 17, 2025

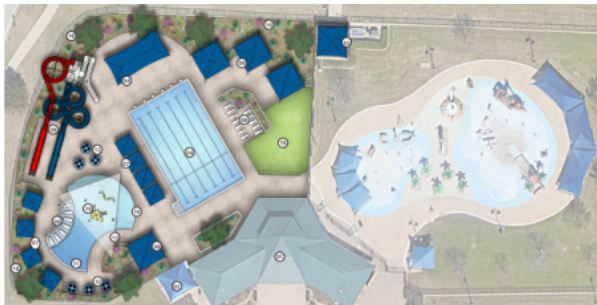
FROM: Chase Ellis, Director of Parks & Recreation

AGENDA ITEM: Update on Pool Construction Documents and Timeline. (Chase Ellis, Director of Parks & Recreation)

BACKGROUND/SUMMARY: On June 24, 2024, the Town Council unanimously approved awarding Phase I of the professional services agreement to Parkhill for the Community Pool Project. This phase focused on community engagement and schematic design, incorporating public feedback collected during the 2024 summer season at the pool.

During the February 24, 2025 Town Council Meeting, three design options were presented for consideration. Following deliberation, the Town Council unanimously voted to proceed with Option #3, which includes the following improvements:

- A new body slide: The Parks & Recreation Board and Town Council prefer a double-body slide
- Expanded shade structures
- An improved and redesigned kiddie pool



Currently, Phase II involves design services, including design development, the development of construction documents, public bidding services, and construction administration services.

BOARD REVIEW/CITIZEN FEEDBACK: Community engagement for the Community Pool Project was conducted onsite by Parkhill to gather public input. Feedback collected helped inform design development. Following this outreach, both the Parks & Recreation Board and the Town Council reviewed the proposed design options and recommended moving forward with Option #3 for Phase II, which includes the development of construction documents and project execution.

FISCAL IMPACT: Town Council voted to approve a purchase agreement with Parkhill for the design and construction management of Phase II of the Community Pool Project on May 10, 2024, in the amount not to exceed \$300,550.00, budgeted from the Parks & Recreation Capital Improvement Fund.

LEGAL REVIEW: N/A

ATTACHMENTS:

- 1. Update Presentation

ACTIONS/OPTIONS:

N/A

Park Board Update

June 2025



Parkhill

255 North Central Street
Suite 100
Aurora, Texas 76011
Phone: 817.546.5716
Fax: 817.546.8212
Fax: 817.546.1813

TROPHY CLUB TOWN COUNCIL

JENNIFER TIPPNEY - Mayor
STEVE REYNOLDS - Mayor Pro Tem
STACEY DUNN
JEFF BUCK
DENNIS SMERDANI
BETHANN HORN
GARY ASH

TROPHY CLUB PARKS & RECREATION BOARD

JENNIFER KASBERG - Chair
JEFFREY EASON
PATRICK SCHREINER
ROBERT FRIEDLSON
GARY HOLEBY - VICE CHAIR
STEVEN GREGORY FORD
DANA KLEIN

EMERSON HERRITT - Town Manager

CHASE CLINE - Director of Parks & Recreation
MARCUS DUFF - Recreation Supervisor
JONAS GARDNER - Parks Superintendent

THIS DOCUMENT IS RELEASED ON MAY 12, 2025 FOR THE PURPOSE OF PUBLIC REVIEW. IT IS THE PROPERTY OF PARKHILL, L.P. IT IS TO BE USED ONLY FOR THE PROJECT AND NOT FOR ANY OTHER PURPOSE. ANY REPRODUCTION, DISTRIBUTION, OR OTHER USE WITHOUT THE WRITTEN PERMISSION OF PARKHILL, L.P. IS PROHIBITED.

THIS DOCUMENT IS RELEASED ON MAY 12, 2025 FOR THE PURPOSE OF PUBLIC REVIEW. IT IS THE PROPERTY OF PARKHILL, L.P. IT IS TO BE USED ONLY FOR THE PROJECT AND NOT FOR ANY OTHER PURPOSE. ANY REPRODUCTION, DISTRIBUTION, OR OTHER USE WITHOUT THE WRITTEN PERMISSION OF PARKHILL, L.P. IS PROHIBITED.



TC Pool Renovation

TOWN OF TROPHY CLUB

100% DESIGN DEVELOPMENT

MAY 12, 2025

LOCATION MAP

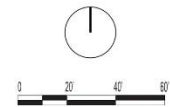


Parkhill Job No. 42997-24

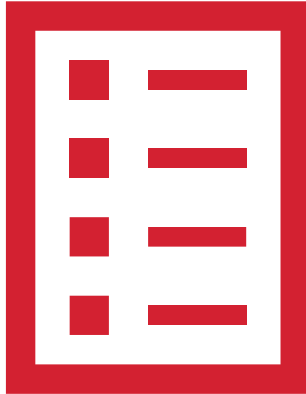
Trophy Club Community Pool Draft Master Plan

KEY NOTES

- 01 - EX. POOL HOUSE
- 02 - EX. PUMP HOUSE
- 03 - EX. PUMP HOUSE W/ NEW ROOF
- 04 - EX. COMPETITION POOL
- 05 - EX. FABRIC SHADE STRUCTURE
- 06 - 20' X 20' GROUP SHADE AREAS
- 07 - 12' X 12' CABANA
- 08 - LOUNGE AREA / SUNDECK
- 09 - BODY SLIDE - DOUBLE
- 10 - PLAY STRUCTURE
- 11 - BENCH SEATING
- 12 - TABLE & CHAIRS W/ UMBRELLA
- 13 - FABRIC SHADE STRUCTURE
- 14 - ZERO DEPTH POOL ENTRY
- 15 - OPEN LAWN
- 16 - XERIC PLANTER BEDS



Key Upcoming Dates



- **90% CD Review** **June 23, 2025**
- **Issue for Bid CDs** **July 21, 2025**
- **Bid Opening** **August 2025**
- **Const. Begins** **September 2025**
- **Const. Completed** **May 2025**



**PARKS & RECREATION BOARD/TREE BOARD
COMMUNICATION**

MEETING DATE: June 17, 2025

FROM: Daniel Wilson, Admin Assistant

AGENDA ITEM: Consider approval of the May 19, 2025, Parks & Recreation Board regular meeting minutes. (Daniel Wilson, Senior Administrative Assistant)

BACKGROUND/SUMMARY: The Parks & Recreation Board held a regular meeting on May 19, 2025, at 6:00 PM located at Trophy Club Town Hall.

BOARD REVIEW/CITIZEN FEEDBACK: N/A

FISCAL IMPACT: N/A

LEGAL REVIEW: N/A

ATTACHMENTS:

1. 25.05.19 Minutes

ACTIONS/OPTIONS:

Staff recommends that the Parks & Recreation Board move to approve the May 19, 2025, Parks & Recreation Board regular meeting minutes.

**TOWN OF TROPHY CLUB
PARKS AND RECREATION BOARD MINUTES
MONDAY, MAY 19, 2025; 6:00 PM**

The Trophy Club Parks and Recreation Board met in a Regular Session on Monday, May 19, 2025. 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

BOARD MEMBERS ABSENT:

Gary Packan	Board Member
Steve Ford	Board Member
Dana Kizer	Board Member

STAFF PRESENT:

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

CALL TO ORDER AND ANNOUNCE A QUORUM

Chairperson Kashner called the meeting to order at 6:00 PM and noted a quorum.

PUBLIC COMMENTS

No Public Comments were made.

ANNOUNCEMENTS & REPORTS

1. Department Updates.

Director Ellis provided the board with the following updates:

a. Touch A Truck

The Trophy Club Touch A Truck event took place on Saturday, May 10 from 9:30 AM to 12:00 PM at Independence Park East. Notable vendors included TCEVA, Texas Game Warden, and the Flower Mound Rescue Boat. The first half-hour of the event was designated as a sensory-friendly time.

b. Masterplan Updates

Director Ellis detailed the near completion of the baseline data for the Parks & Recreation Master Plan. Parkhill was present at the EGGstravaganza event in April and in the front lobby of Tom Thumb to collect survey input. 484 responses were collected from the public to begin developing the final plan. The Statistically Valid Survey is scheduled to launch in late June.

Director Ellis presented preliminary maps to the board inclusive of the GIS data collected by Parkhill

during their on-site visits. These preliminary maps detailed land operated as parks through the Town that is owned and leased. Trails and tracks within Trophy Club Park were recorded using equipment by the Parkhill team and will be used by Staff to determine where future trails are needed.

c. Summer Programs and Facilities.

On June 13 at Harmony Park, the Parks & Recreation Department will be hosting a Movie Night featuring Disney's live-action Mufasa.

Director Ellis complimented the Parks Crew and their work in supporting the maintenance needs for the Community Pool as we prepare for the summer season. These maintenance needs included the resurfacing of the splash pad and the replacement of underwater lights in the lap pool.

2. Introduction of Marissa Nibarger, Recreation Coordinator of Community Events.

Director Ellis introduced Marissa Nibarger, the Town's new Recreation Coordinator of Community Events. Coordinator Nibarger attended the Touch A Truck event and has already implemented herself into the recreation team and is heavily assisting with the planning efforts of the Fourth of July events.

REGULAR SESSION

3. Consider approval of the April 21, 2025, Parks & Recreation Board regular meeting minutes.

Board member Shrien motioned to approve the April 21, 2025, Parks & Recreation Board regular meeting minutes. Board member Ferguson seconded the motion. Chairperson Kashner called for a vote. The motion passed unanimously.

ADJOURN

Adjourned at 6:28 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