



ANNIVERSARY
TROPHY CLUB ★ TX

TOWN OF TROPHY CLUB

JOINT PARKS & RECREATION / TOWN COUNCIL MEETING AGENDA

October 20, 2025

6:00 PM

EOC/Training Room
1 Trophy Wood Drive
Trophy Club, Texas 76262

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

REGULAR ITEMS

1. Welcome and introduction of new Parks & Recreation Board Members
2. Quarterly update on Parks & Recreation Master Plan from Parkhill. (Chase Ellis, Director of Parks & Recreation)
3. Consider the appointment of a Vice Chair.
4. Consider approval of the August 25, 2025 Town Council Work Session 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.

I do hereby certify that the Notice of Meeting was posted on the official 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: October 14, 2025, at 2:45 PM, and said Notice of Meeting was also posted concurrently on the Town's website in accordance with Texas Government Code Ch. 551 of the Texas Government Code.g.

Tammy Dixon, Town Secretary

In accordance with section 551.127 of the Texas Government Code (Open Meeting Act) this meeting will be an in-person meeting with either a member of Town Council, staff, or consultant, participating by video conference. The public meeting location will be Trophy Club Town Hall, 1 Trophy Wood Drive, Texas. The Mayor, as presiding officer of Town Council, and a quorum of the Town Council will be physically present at this location. The location where the Mayor is physically present shall be open to the public during the open portions of the meeting.

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.



COMMUNICATION

MEETING DATE: October 20, 2025

FROM: Chase Ellis, Director of Parks & Recreation

AGENDA ITEM: Quarterly update on Parks & Recreation Master Plan 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 project. This milestone marks the first viewing of the tools and information collected through numerous in-person and online engagements, community surveys, statistically valid randomized surveys, and in-person interviews. The feedback given at this meeting will be evaluated and taken into consideration for finalizing the plan in December 2025.

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 expenditure total was \$123,281.77, and the remaining \$125,783.23 has been accounted for in the FY 2026 Parks Department's General Fund Budget.

LEGAL REVIEW: N/A

ATTACHMENTS:

None

ACTIONS/OPTIONS:

This agenda item is being presented for discussion and feedback purposes only.



COMMUNICATION

MEETING DATE: October 20, 2025

FROM: Daniel Wilson, Admin Assistant

AGENDA ITEM: Consider approval of the August 25, 2025 Town Council Work Session meeting minutes. (Daniel Wilson, Senior Administrative Assistant)

BACKGROUND/SUMMARY: The Parks & Recreation Board held a joint work session meeting with the Town Council on August 25, 2025, at 6:00 PM in the Council Chambers.

BOARD REVIEW/CITIZEN FEEDBACK: N/A

FISCAL IMPACT: N/A

LEGAL REVIEW: N/A

ATTACHMENTS:

1. 08.25.2025 Joint WS TC Parks Minutes

ACTIONS/OPTIONS:

Staff recommends that the Parks & Recreation Board move to approve the August 25, 2025, Town Council Work Session meeting minutes.

Town of Trophy Club
Joint Work Session Town Council and Parks & Recreation Board
Meeting Minutes – August 25, 2025, 6:00 p.m.
1 Trophy Wood Drive, Trophy Club, Texas 76262

CALL WORK SESSION TO ORDER

Mayor Tiffany called the work session to order at 6:00 p.m.

COUNCIL MEMBERS PRESENT

Jeannette Tiffany, Mayor
Rhylan Rowe, Mayor Pro Tem
Stacey Bauer, Council Member Place 1 (*participated by video conference*)
Jeff Beach, Council Member Place 2 (*participated by video conference*)
Dennis Sheridan, Council Member Place 3
Garry Ash, Council Member Place 5
Steve Flynn, Council Member Place 6

PARKS & RECREATION BOARD MEMBERS PRESENT

Jennifer Kashner, Chair
Jeffrey Eason, Vice Chair
Patrick Schrein, Place 1
Robert Ferguson, Place 2
Gary Packan, Place 3
Dana Kizer, Place 7

PARKS & RECREATION BOARD MEMBERS ABSENT

Steven Ford

STAFF MEMBERS PRESENT

Brandon Wright, Town Manager
Tammy Dixon, Town Secretary
Dean Roggia, Town Attorney
Chase Ellis, Director of Parks and Recreation
Jason Wise, Fire Chief
Matt Cox, Director of Community Development
Jill Lind, Director of Communications and Marketing
April Duvall, Director of Finance
Patrick Arata, Police Chief
Denise Deprato, Director of Human Resources
Patrick Arata, Chief of Police
Madison Seil, Recreation Superintendent
Daniel Wilson, Sr. Administrative Assistant

WORK SESSION ITEM

1. Discussion on general contractor contract pricing for the Trophy Club Community Pool Renovation Project. (Chase Ellis, Director of Parks & Recreation)

Chase Ellis, Director of Parks and Recreation, provided a review of the item. He explained community engagement included surveys and on-site feedback, with priorities identified as a body slide, shade structures, lounge areas, public cabanas, and a play structure for younger children.

The low bid received was approximately \$2.76 million, exceeding the remaining project budget of \$2.185 million. Four scaled options were developed by staff:

- Option 1: Basic improvements with one slide, removal of cabanas/shade (slightly under budget).
- Option 2: Full site amenities without slides (approx. \$282,000 under budget).
- Option 3: Repairs to existing kiddie pool, shade, one slide, and site improvements (approx. \$280,000 under budget).
- Option 4: Comprehensive upgrades with slides, shade, and amenities (approx. \$395,000 over budget).

Town Manager Wright noted that \$3M in unallocated 2023 bond funds remain available for potential use but could also support other projects.

The majority of Parks and Recreation Board members favored Option 4 as most responsive to community priorities, citing long-term cost savings and the importance of slides and shade structures.

Some Council Members expressed concern with exceeding the established budget, favoring Option 2 or 3 as more fiscally responsible while still addressing most community priorities.

Discussion centered on balancing budget constraints with community expectations, long-term investment value, and the risks of deferring improvements.

Parks and Recreation Board Chair Kashner moved to recommend Option #4 to the Town Council. The motion was seconded by Board Member Kizer.

Vote on Motion:

AYES: Kashner, Schrein, Packan, Kizer
NAYES: Eason, Ferguson
VOTE: 4-2

ADJOURNMENT

Mayor Tiffany adjourned the work session at 7:01 p.m.

Attest:

Jeannette Tiffany, Mayor

Tammy Dixon, Town Secretary

Jennifer Kashner
Parks & Recreation Board Chair

Attest:

Daniel Wilson