



## Parks Board

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June 6, 2024  
Town Hall  
2121 Cross Timbers Road  
Flower Mound, TX 75028

6:30 p.m.

### AGENDA

**A. CALL TO ORDER**

**B. INVOCATION**

**C. PLEDGE OF ALLEGIANCE TO THE AMERICAN FLAG**

**D. PUBLIC COMMENT**

The purpose of this item is to allow the public an opportunity to address the Board/Commission regarding any item on this agenda that is not a "Public Hearing." Issues regarding daily operational or administrative matters should first be dealt with by calling Town Hall at 972- 874-6000 during business hours. To speak to the Board/Commission during public comment, please fill out a comment form, which is located in the lobby of Town Hall.

In accordance with the Texas Open Meetings Act, the Board/Commission is restricted from discussing or acting on items not listed on the agenda.

- Speakers are limited to 3 minutes; a tone will sound at 30 seconds left and when time has expired, and times may be adjusted by the Chair depending on the number of speakers.
- Speakers must address their comments to the Board/Commission.
- Please state your name and address when speaking.

**E. PRESENTATIONS**

1. As prescribed in the Youth Sports Contract, a report will be given by the Cross Timbers YMCA of the association's operations in regards to youth basketball and volleyball.
2. Presentation and discussion regarding FY 2023-24 Strategic Initiative 1.2: Public Tree Planting.

**F. STAFF/DIRECTOR REPORT**

#### **G. CONSENT ITEM**

This part of the agenda consists of non-controversial, or “housekeeping” items required by law. Items may be removed from Consent by any Commissioner by making such request prior to a motion and vote.

1. May 2, 2024 Minutes - Consider approval of the minutes from May 2, 2024.

#### **H. REGULAR ITEMS**

1. Liberty Elementary PTA CAC Water Park Rental - Consider approval of a request from the Liberty Elementary School PTA to sell food and drink items, and PTA memberships during their rental of the outdoor water park at the Community Activity Center on Sunday, August 11, 2024.
2. Trotter Park Master Plan - Public Hearing to consider a recommendation to the Town Council of a conceptual Master Plan for Trotter Park, a 13.11 acre park located within the Townlake Phase IV residential development.
3. Knight's Landing Residential Development - Consider recommending to Planning and Zoning Commission and Town Council Park requirements for the Knight's Landing residential development generally located south of Sunset Trail and west of Rocky Point Rd.

#### **I. COORDINATION OF CALENDARS**

1. The next Parks Board Meeting is scheduled for July 4, 2024.

#### **J. ADJOURN**

I do hereby certify that the Notice of Meeting was posted on the bulletin board at the Town Hall for the Town of Flower Mound, Texas, in a place convenient and readily accessible to the general public at all times and said Notice was also posted on the Town's website in accordance with GC Section 551.056 on the following date and time: June 3, 2024, at 3 p.m., at least 72 hours prior to the scheduled time of said meeting.

**Jade Olson, Staff Liaison**

The Flower Mound Town Hall and Jody Smith Hall are wheelchair accessible. Requests for accommodation or interpretive services must be made 48 hours prior to this meeting by contacting Town Hall at 972.874.6076. Additional time limits will be provided for members of the public that need to address the Town Council through a translator.

# Parks Board

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May 2, 2024  
Town Hall  
2121 Cross Timbers Road  
Flower Mound, TX 75028

6:30 p.m.

## DRAFT MINUTES

### **A. CALL TO ORDER**

The Parks Board met in a regular meeting with the following members present:

Teresa Thomason, Chair, Place 3  
Rick Kenyon, Vice Chair, Place 4  
Christopher Chastain, Place 1  
Holly Royer, Place 5  
Mark Mayer, Place 6  
Jennifer Romaszewski, Place 7  
Susan Borella, Place 8, Alternate  
Doug Graves, Place 9, Alternate  
Vacant, Place 10, Alternate

with the following member(s) absent:  
Dart West, Place 2

constituting a quorum with the following members of the Town Staff participating;

Chuck Jennings, Director of Parks and Recreation  
Travis Cunniff, Assistant Director of Parks and Recreation  
John Habern, Parks, Trails, and Landscape Manager  
David Powell, CAC Manager  
Clayton Litton, Parks Superintendent  
Brennon Peltier, Park Development Manager  
Jade Olson, Administrative Assistant

### **B. INVOCATION**

Board Member Borella led the invocation.

### **C. PLEDGE OF ALLEGIANCE TO THE AMERICAN FLAG**

Chair Teresa Thomason led the pledges.

#### **D. PUBLIC COMMENT**

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- Speakers are limited to 3 minutes; a tone will sound at 30 seconds left and when time has expired, and times may be adjusted by the Chair depending on the number of speakers.
- Speakers must address their comments to the Board/Commission.
- Please state your name and address when speaking.

N/A

#### **E. PRESENTATION**

1. Recap presentation of the Total Eclipse of the Mound event at Twin Coves Park. Doug Watson, Twin Coves Park Manager, provided the Board with a recap on the Total Eclipse of the Mound event at Twin Coves Park.

#### **F. STAFF/DIRECTOR REPORT**

Chuck Jennings, Travis Cuniff, and Brennon Peltier provided updates.

#### **G. CONSENT ITEM**

This part of the agenda consists of non-controversial, or "housekeeping" items required by law. Items may be removed from Consent by any Commissioner by making such request prior to a motion and vote.

1. April 4, 2024 Minutes - Consider approval of the minutes from April 4, 2024.

|                 |                                                                                                    |
|-----------------|----------------------------------------------------------------------------------------------------|
| <b>ACTION:</b>  | Holly Royer moved to approve as presented in the agenda caption. Mark Mayer seconded the motion.   |
| <b>AYES:</b>    | Holly Royer, Jennifer Romaszewski, Mark Mayer, Richard Kenyon, Susan Borella, Christopher Chastain |
| <b>NAYS:</b>    | None                                                                                               |
| <b>ABSTAIN:</b> | None                                                                                               |
| <b>RESULT:</b>  | 6 : 0                                                                                              |

#### **H. WORK SESSION ITEM**

1. Review and discuss the Community Activity Center Renovation/Expansion Feasibility Study.  
Chuck Jennings introduced representatives from Barker, Rinker, Seacat Architecture. Craig Bouck, Mick Massey, and Jenna Katsaros provided the board with a presentation regarding the Community Activity Center Renovations/Expansion Feasibility Study.

## **I. REGULAR ITEM**

1. Lakeside East mixed-use development - Consider recommending to Planning and Zoning Commission and Town Council Park Land Dedication and Park Development Fee requirements for the Lakeside East mixed-use development generally located east of Long Prairie Rd and north of Lakeside Pkwy.

**ACTION:** Mark Mayer moved to recommend approval to Planning and Zoning Commission and Town Council park land dedication, cash in lieu of open space credit, or a combination be accepted for the Lakeside East mixed-use development generally located east of Long Prairie Rd and north of Lakeside Pkwy, accepting the proposal of 6.81 acres based upon the developers' numbers on its park credit summary section 90-449, accepting in full at high levels areas 1, 2, 3, 4, 6, 7, and 9 and excluding 8 in its entirety. Rick Kenyon seconded the motion.

**AYES:** Holly Royer, Jennifer Romaszewski, Mark Mayer, Richard Kenyon, Susan Borella, Christopher Chastain

**NAYS:** None

**ABSTAIN:** None

**RESULT:** 6 : 0

## **J. CLOSED MEETING**

The Parks Board to convene into closed meeting pursuant to Texas Government Code Chapter 551, including, but not limited to, Sections 551.071, 551.072, 551.074, and 551.087 for consultation with Town Attorney, and to discuss matters relating to real property, personnel, and economic development negotiations, as indicated below. The Parks Board may convene in executive session to conduct a private consultation with its attorney on any legally posted agenda item, when the Parks Board seeks the advice of its attorney about pending or contemplated litigation, a settlement offer, or on a matter in which the duty of the attorney to the governmental body under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas clearly conflicts with the provisions of Chapter 551, including the below referenced items.

1. Consultation with Town Attorney, L.P. v. Town of Flower Mound, Texas, et al  
Chair Thomason announced that the Parks Board is convening into a closed meeting at 8:40 p.m., pursuant to Texas Government Code Chapter 551, including, but not limited to, Sections 551.071, 551.072, 551.074, and 551.087.

## K. RECONVENE

The Parks Board reconvened into an open meeting at 9:00 p.m.

## L. REGULAR ITEMS

1. La Estancia Multi-use Development - Consider recommending to Planning and Zoning Commission and Town Council Park requirements for La Estancia multi-use development generally located north of Cross Timbers Rd and east of Canyon Falls Dr.

**ACTION:** Mark Mayer moved to recommend approval to Planning and Zoning Commission and Town Council 40.4 acres of publicly accessible and privately maintained open space, cash in the amount of \$1,651,720.00, and credit against Park Development fees for structured recreation equipment and trail improvements for the La Estancia planned development generally located north of Cross Timbers Rd. and east of Canyon Falls Dr. Richard Kenyon seconded the motion.

**AYES:** Holly Royer, Jennifer Romaszewski, Mark Mayer, Richard Kenyon, Susan Borella, Christopher Chastain

**NAYS:** None

**ABSTAIN:** None

**RESULT:** 6 : 0

2. Five Year CIP for Park Projects - Consider approval of a recommendation of parks projects to be funded by the Community Development Corporation in Fiscal Year 2024-2025 using 4B sales tax revenue and incorporate park projects for FY 2025-2029 into the Town's Five-Year Capital Improvement Projects list.

**ACTION:** Jennifer Romaszewski moved to approve as presented in the agenda caption. Mark Mayer seconded the motion.

**AYES:** Holly Royer, Jennifer Romaszewski, Mark Mayer, Richard Kenyon, Susan Borella, Christopher Chastain

**NAYS:** None

**ABSTAIN:** None

**RESULT:** 6 : 0

## M. COORDINATION OF CALENDARS

1. The next Parks Board meeting is scheduled for June 6, 2024.

**N. ADJOURN**

Chair Thomason adjourned the meeting at 9:27 p.m.



## PARKS BOARD AGENDA H.1. REGULAR ITEMS

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**DATE:** June 6, 2024

**FROM:** David Powell, CAC Manager

**ITEM:** **Consider approval of a request from the Liberty Elementary School PTA to sell food and drink items, and PTA memberships during their rental of the outdoor water park at the Community Activity Center on Sunday, August 11, 2024.**

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**BACKGROUND:** The Liberty Elementary School Parent Teacher Association is requesting permission from the Parks Board to sell food and drink items, and PTA memberships during their school's rental of the outdoor water park on Sunday, August 11, from 6 - 8 p.m.

Liberty Elementary has rented the outdoor water park for a private function that will take place after regular operational hours of the water park, and those in attendance will be limited to Liberty Elementary students and guests only. The proceeds from the sale of such items will directly benefit the Liberty Elementary School PTA. The school is part of the Lewisville Independent School District and is located in Flower Mound.

**BOARD REVIEW/CITIZEN FEEDBACK:** N/A

**ALTERNATIVES:** N/A

**FISCAL IMPACT:** \$486.00

**Proposed Expenditure/(Revenue)**  
\$(486.00)

**Account Number(s):**  
100-4265 Facility Rentals

**LEGAL REVIEW:** According to Chapter 54 of the Town's Code of Ordinances, the Parks Board has the sole authority to approve the charging of fees or to solicit donations or contributions for any activity on park property. Article II titled Park Regulations states:

Sec. 54-72. Enumeration of prohibited acts

(e) *Fees charges or solicitation of donations.* It shall be unlawful for any person to charge fees or solicit donations or contributions for any activity; to sell or offer for sale any food, drinks, confections, merchandise or commercial services; to conduct any commercial business activities of any kind; and/or to post, place or erect on any public park or recreation facility any advertising, notice, billboard, paper or other advertising device without the written consent and approval of the town's park board; provided, however, that the prohibitions contained in this subsection shall not apply to town officials, employees or agents performing authorized activities or providing notice of official town meetings or functions.

**ATTACHMENTS:**

1. Permit#R35369

**DRAFT MOTION:** Move to approve as presented in the agenda caption.

Permit



Community Activity Center (CAC)      PHONE:(972) 874-7275  
1200 Gerault Road                      EMAIL:[cac@flower-mound.com](mailto:cac@flower-mound.com)  
Flower Mound, TX 75028

**Permit #** R35369  
**Status** Approved  
**Date** Apr 5, 2024 8:33 AM

|                             |                                          |                          |                                                        |
|-----------------------------|------------------------------------------|--------------------------|--------------------------------------------------------|
| <b>Organization Name</b>    | Liberty Elem - 40                        |                          |                                                        |
| <b>Customer Type</b>        | General Public                           |                          |                                                        |
| <b>Organization Address</b> | 4600 Quail Run<br>Flower Mound, TX 75022 |                          |                                                        |
|                             |                                          |                          |                                                        |
| <b>Agent Name</b>           | Kara Hamlin                              | <b>Home Phone Number</b> | (972) 350-5901                                         |
|                             |                                          | <b>Email Address</b>     | <a href="mailto:hamlink@lisd.net">hamlink@lisd.net</a> |
|                             |                                          |                          |                                                        |
| <b>System User</b>          | Kayla Siler                              | <b>Payer</b>             | Liberty Elem                                           |

|  |                   |          |
|--|-------------------|----------|
|  | Rental Fee        | \$540.00 |
|  | Discounts         | -\$54.00 |
|  | Subtotal          | \$486.00 |
|  | Deposits          | \$200.00 |
|  | Deposit Discounts | \$0.00   |
|  |                   |          |
|  | Total Permit Fee  | \$686.00 |
|  |                   |          |
|  | Total Payment     | \$686.00 |
|  | Refunds           | \$0.00   |
|  | Balance           | \$0.00   |

|                                  |                           |                                                |              |                           |
|----------------------------------|---------------------------|------------------------------------------------|--------------|---------------------------|
| <b>Liberty Elementary Rental</b> |                           | 1 resource(s)                                  | 1 booking(s) | <b>Subtotal: \$686.00</b> |
| <a href="#">Booking Summary</a>  |                           |                                                |              |                           |
| <b>Outdoor Pool (Aquatics)</b>   |                           | <b>Center: Community Activity Center (CAC)</b> |              |                           |
| START DATE/TIME                  | END DATE/TIME             | ATTENDEE                                       | AMT W/O TAX  |                           |
| Sun, Aug 11, 2024 6:00 PM        | Sun, Aug 11, 2024 8:00 PM | 1                                              | \$486.00     |                           |
| Resource level fees              |                           |                                                | \$200.00     |                           |

|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |              |     |                |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------|-----|----------------|
| <a href="#">Waivers and Information</a>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |              |     |                |
| WAIVER NAME                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 | DUE DATE     | FOR | SIGNING STATUS |
| Aquatics Rental Waiver<br><a href="#">Attachment</a>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | Aug 11, 2024 |     | Waiver Signed  |
| The Terms are listed above and labelled as areas iii and iv. The Conditions of Use are detailed in area ii.                                                                                                                                                                                                                                                                                                                                                                                                                                                 |              |     |                |
| Deposits<br>A deposit for the Indoor Pool/Outdoor Waterpark at the Community Activity Center (CAC) is required along with rental agreement and full payment. A \$200 deposit is required to reserve a portion of the CAC. The deposit will be refunded if the area used has been left in good order and all condition of the rental permit has been met. Deposit may be reduced due to any and all damage caused by user?s guests. Any overage time will be rounded up to the half hour, charged at double the regular rate, and deducted from the deposit. |              |     |                |
| A staff member will check out Licensee at the conclusion of the rental by filling out the Rental Check Out form. Deposits paid by credit card will be refunded back to the Lessees account ready to be returned to the original card within 7 days. Deposits paid by cash or check will be refunded by check and mailed within 3 to 4 weeks.                                                                                                                                                                                                                |              |     |                |

#### Rental Rates

All current CAC members will be given a 10% discount off of the current resident rate for facility rentals. To receive the discount, the CAC membership holder must have a current membership at the time of the reservation booking and their membership must be current on the actual date of the facility rental.

Rental rate include access to the rented area only. In order to utilize other amenities during open hours, Licensee and guest must have a current CAC membership or purchase a day pass. For Party Room and Shade Pavilions, membership or day passes are required for all attendees.

#### Cancellation

In order to receive a full refund for a facility rental, notice of cancellation, in writing via email, must be given no less than 14 day prior to the date of the rental. If notice is not given 14 days prior to the rental date, the full amount of the rental will be retained; however, the \$200 deposit will be refunded in full.

Licensee can modify rental days, times, location, etc. up to 5 days prior to the rental date depending on availability.

#### Inclement Weather Policy

Aquatic rentals will be held if the Outdoor Water and/or Indoor Pool are open. If rental is scheduled for the Outdoor Waterpark and it is closed due to inclement weather, the rental will be moved inside if possible, and difference in cost to rent the Indoor Pool will be credited back. If the Outdoor Waterpark and Indoor Pool are closed due to inclement weather or if there is no space available inside, the party will be rescheduled for another date (based on availability).

#### Liability

Licensee agrees to pay for any damage done to the facility, grounds, or furnishings by themselves, their guests, caterers, decorators, planners, florists, and/or delivery company during or pertaining to their rentals. Notification will be given to the Licensee as soon as damages have been assessed. Licensee will be financially responsible for cost of repairs not covered by the deposit.

#### Security

In addition to the deposit, Licensee may be required by Town staff to secure the services of one or more off-duty Flower Mound Police Officers for the duration of the event, at the Licensee's expense. Police staffing levels shall be determined by the Chief of Police or his/her designee. The minimum contract for an off-duty officer, as required by FMPD, is four (4) hours. All required police officers shall be present in the designated area prior to the event and throughout the event, until all guests have left the Town's facility. Additionally, CAC staff reserves the right to terminate an event if it is believed that the building is unsafe or the event has exceeded the anticipated number of attendees. In the event that a rental is terminated, the entire party will be asked to leave the CAC premises immediately.

#### Supervision (Children/Youth Party)

All rentals for minors (ages 1 to 17) require (1) adult chaperone per 10 minors. Minors/children must stay in the rented room(s) and not be left running in the hallway, lobby, and other areas in the CAC.

#### Alcohol

No alcoholic beverages are allowed in the CAC at any time per Town ordinance.

#### Music

Music is allowed during rental hours provided that this has been previously agreed and noted in the rental permit. Noise level has to be kept down. Music and amplified sound should not be heard in other rooms throughout the CAC or amplified for neighbors to hear.

#### Rental Hours

Rental hours include set-up and clean-up time. Licensee and/or other members of the Licensee's party, caterers, florists, etc., will not be allowed in the assigned room(s) until the time specified on the rental permit. All decoration, food, and rental items must be removed from CAC premises at the end of the specified rental time.

#### Decorations

Use of nails, tacks, staples, or duct tape is prohibited on walls or furnishings. Use of confetti, glitter, silly string, or birdseeds inside the CAC or within 25 feet of building entryway is prohibited. Bubbles can be used outside the building only. All decoration must be taken down before Licensee vacates the room(s).

#### Fire

Due to fire regulation, room capacity set by the Fire Marshall will be strictly enforced.

Smoking is not allowed inside the building or outdoor pool.

Candles are prohibited.

Fog machines are not allowed.

Entrance and exit doors may not be obstructed.

Fireworks and explosive liquids are not allowed.

Only UL approved appliances and outlets are allowed.

#### RELEASE AND WAIVER OF LIABILITY AND INDEMNIFICATION AGREEMENT

In consideration of the use and availability of the services and facilities, Licensee agrees to release, waive, and discharge any and all claims and damages for personal injury, death, or property damage that Licensee has and that may hereafter accrue to Licensee due to Licensee's use of the

services and facilities. This agreement is intended to discharge, in advance, the Town, including its officers, employees, agents, co-sponsors or volunteers, from any and all liability that may arise from Licensee's use of the services and facilities, even if that liability arises out of negligence or carelessness on the part of the Town, or its officers, employees, agents, co-sponsors or volunteers. Licensee further agrees to indemnify and hold harmless the Town, including its officers, employees, agents, co-sponsors or volunteers, from, against, and for any claims, suits, judgments, proceedings, losses, liabilities, damages, or expenses arising out of any injury, death or property damage that occurs while using the services and facilities, even if the injury, death or property damage arises out of the sole negligence of the Town, or its officers, employees, agents, co-sponsors or volunteers. Licensee understands that the use of the services and facilities involves an element of risk and that there is a real potential for injuries or accidents. Knowing and understanding those risks, Licensee hereby agrees to assume those risks. Licensee further agrees that this agreement to waive and release the Town from liability, to indemnify and hold harmless the Town, and to assume the risks of using the services and facilities is to be binding on Licensee's heirs and assigns.

LICENSEE HAS CAREFULLY READ THIS RELEASE AND WAIVER OF LIABILITY, ASSUMPTION OF RISK, AND INDEMNITY AGREEMENT, FULLY UNDERSTANDS ITS TERMS, UNDERSTANDS THAT LICENSEE HAS GIVEN UP SUBSTANTIAL RIGHTS BY SIGNING IT, AND HAS SIGNED IT FREELY AND VOLUNTARILY WITHOUT ANY INDUCEMENT, ASSURANCE OR GUARANTEE BEING MADE TO LICENSEE AND INTENDS LICENSEE'S SIGNATURE TO BE A COMPLETE AND UNCONDITIONAL RELEASE OF ALL LIABILITY TO THE GREATEST EXTENT ALLOWED BY LAW. LICENSEE UNDERSTANDS THAT THIS IS A BINDING CONTRACT BETWEEN THE TOWN OF FLOWER MOUND AND LICENSEE.

Further, Licensee has read and agrees to be bound by this Permit and the Terms and Conditions contained herein and attached hereto.

The undersigned warrants and represents the he or she executes this Permit on behalf of Licensee and has sufficient power, authority and capacity to bind the Licensee with his or her signature.

Signature \_\_\_\_\_

Deposit

| EVENT                     | RESOURCE     | DEPOSIT FEE          | CHARGE   | TAX    | AMOUNT PAID | REFUNDS | BALANCE |
|---------------------------|--------------|----------------------|----------|--------|-------------|---------|---------|
| Liberty Elementary Rental | Outdoor Pool | Damage Deposit \$200 | \$200.00 | \$0.00 | \$200.00    | \$0.00  | \$0.00  |

Payment and Refund

| RECEIPT #   | DATE        | FEE DESCRIPTION      | EVENT                     | RESOURCE     | PAYMENT / REFUND |
|-------------|-------------|----------------------|---------------------------|--------------|------------------|
| 1300206.003 | May 3, 2024 | Damage Deposit \$200 | Liberty Elementary Rental | Outdoor Pool | \$200.00         |
| 1300206.003 | May 3, 2024 | Outdoor Pool M       | Liberty Elementary Rental | Outdoor Pool | \$486.00         |

X: \_\_\_\_\_

X: \_\_\_\_\_

Date: \_\_\_\_\_

Date: \_\_\_\_\_

**Community Activity Center (CAC)**  
Mailing Address: 1200 Gerault Road, Flower Mound, TX 75028  
Phone Number: (972) 874-7275  
Email Address: cac@flower-mound.com

**Liberty Elem**  
Customer Type: General Public  
Customer ID: 114625  
Mailing Address: 4600 Quail Run, Flower Mound, TX 75022  
Authorized Agent Name: Kara Hamlin  
Home Phone Number: (972) 350-5901  
Email Address: hamlink@lisd.net



## PARKS BOARD AGENDA H.2. REGULAR ITEMS

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**DATE:** June 6, 2024

**FROM:** Chuck Jennings, Director of Parks and Recreation

**ITEM:** **Public Hearing to consider a recommendation to the Town Council of a conceptual Master Plan for Trotter Park, a 13.11 acre park located within the Townlake Phase IV residential development.**

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**BACKGROUND:** The purpose of this item is to discuss and evaluate the attached conceptual master plan options and make a recommendation for Town Council consideration. MHS Planning and Design (MHS) has utilized the feedback provided by the Parks Board and public during their April work session item to create the two proposed conceptual designs. Town staff and MHS will take the Parks Board's recommendation to the Town Council in July, for their consideration and approval. The item will be a public hearing in which residents will again have an opportunity to comment on the proposed master plan.

Trotter Park Master Plan key meetings and dates:

- January 9, 2024 – Public Town Hall Meeting
- April 4, 2024 – Parks Board Work Session
- June 6, 2024 – Parks Board Public Hearing
- July 1 or 15, 2024 – Town Council Public Hearing

Below is a timeline of the park from parkland dedication until the work session meeting in April.

- **October 1, 2018:** Town Council approved ordinance no. 32-18 establishing PD-166 Town Lake Phase Four, which included the 13.11 acres as future parkland.
- **November 12, 2020:** Toll Brothers deeded the parkland to the Town.
- **May 17, 2021:** Town Council approved the name of the park as Trotter Park.
- **May 17, 2021:** Town Council approved a Tennis Center Feasibility Study to be conducted.
- **April 21, 2022:** Finalized Tennis Center Feasibility Study presented to Town Council and Trotter Park was selected as the ideal location for the center.
- **February 6, 2023:** Town Council voted to call a bond election and place Proposition A on the May 6 bond election ballot.
- **May 6, 2023:** Flower Mound voters rejected Proposition A 53% to 47%.
- **October 16, 2023:** Zoning was amended to add public park or playground as an approved use (tennis was the only approved use).
- **September 18, 2023:** Town Council approved a Professional Services Agreement with MHS Planning & Design, LLC for the Master Planning of Trotter Park.
- **November 28 & 29, 2023:** Town and Consultants conducted stakeholder meetings.
- **January 9, 2024:** The Town hosted a Townhall Meeting.
- **January 13, 2024:** Trotter Park Community Survey closed.
- **April 4, 2024:** The conceptual layouts were presented at the Parks Board meeting.

The creation of a conceptual master plan for the park will guide the staff and architect in the design and provide the Town with an opinion of probable costs for budgeting purposes.

**BOARD REVIEW/CITIZEN FEEDBACK:** Conceptual layouts were presented at the Parks Board meeting on April 4, 2024, for feedback and public comment.

**ALTERNATIVES:** N/A

**FISCAL IMPACT:** N/A  
N/A

**LEGAL REVIEW:** N/A

**ATTACHMENTS:**

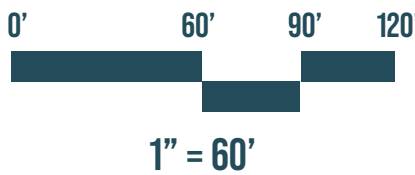
1. 2024.05.31 - Trotter Park Site Plan Options

**DRAFT MOTION:** Move to approve as presented in the agenda caption.



**SITE MASTER PLAN - OPTION 1**  
**Trotter Park - Flower Mound, Texas**

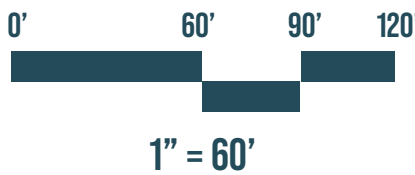
Draft Published: 05/31/24





**SITE MASTER PLAN - OPTION 2**  
Trotter Park - Flower Mound, Texas

Draft Published: 05/31/24





## PARKS BOARD AGENDA H.3. REGULAR ITEMS

---

**DATE:** June 6, 2024

**FROM:** John Habern, Parks Trails & Landscape Manager

**ITEM:** **Consider recommending to Planning and Zoning Commission and Town Council Park requirements for the Knight's Landing residential development generally located south of Sunset Trail and west of Rocky Point Rd.**

---

**BACKGROUND:** The proposed development has one application in with the Town: a Subdivision Site Plan (SSP24-0003) in order to develop a single-family residential development. The maximum residential density within the proposed development is 9 single-family dwelling units to be developed under Agricultural zoning standards (minimum lot size of 2 acres).

**BOARD REVIEW/CITIZEN FEEDBACK:** N/A

**ALTERNATIVES:** The Board may wish to recommend land be dedicated for park use within the proposed development or receive cash in lieu of land.

### **Park Land Dedication and Park Development Fees:**

Park Land Dedication is determined as follows:

- 3.36 acres of land per 100 dwelling unit lots = 0.0336 acres/dwelling unit lot
- 0.0336 acres/dwelling unit lot X 9 dwelling unit lots = .3024 acres of Park Land Dedication required

Payment of cash in lieu of the otherwise dedicated park land is determined as follows:

- **\$100,000.00** per acre is the fair market value of land within the development as determined by the Town and the developer
- **\$100,000.00** per acre X .3024 acres = **\$ 30,240.00** payment of cash in lieu of land to satisfy Park Land Dedication

The Park Development Fees are determined as follows:

- \$1,388.00 fee per dwelling unit lot X 9 dwelling unit lots = **\$12,492.00** in Park Development Fees

For further details of the Town's Land Development Regulations regarding Park Land Dedication and Park Development Fees, please review The Flower Mound Code of Ordinances; Subpart B - Land Development Regulations; Chapter 90 – Subdivisions; Article VI. – Standards; Division 8. - Parks and Recreational Areas; Sections 90-441 through 90-448.

Link to the Flower Mound Code of Ordinances:

<http://library.municode.com/index.aspx?clientId=13329&stateId=43&stateName=Texas>

**FISCAL IMPACT:** N/A

N/A

**LEGAL REVIEW:** N/A

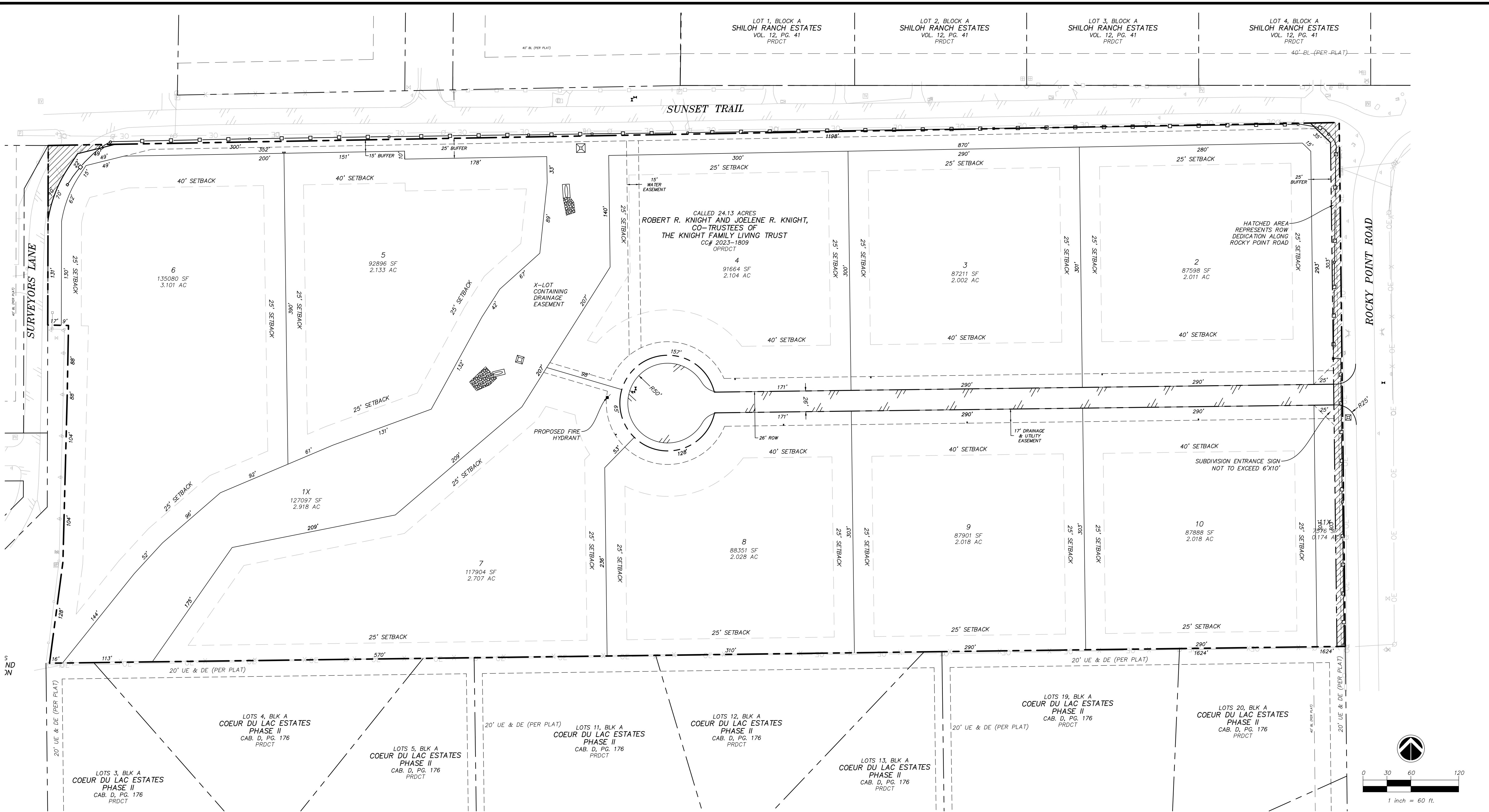
**ATTACHMENTS:**

1. Knight's Landing Site Plan

**DRAFT MOTION:** Move to recommend approval to Planning and Zoning Commission and Town Council Park Land Dedication of **.3024 acres of land** and Park Development Fees in the amount of **\$12,492.00** for the Knight's Landing residential development generally located south of Sunset Trail and west of Rocky Point Rd.

Move to recommend approval to Planning and Zoning Commission and Town Council **cash**, in the amount of **\$30,240.00**, be accepted **in lieu of** the otherwise required Park Land Dedication, and Park Development Fees in the amount of **\$12,492.00** for the Knight's Landing residential development generally located south of Sunset Trail and west of Rocky Point Rd.

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| MASTER PLAN FEATURES           |                                                                                                            |
|--------------------------------|------------------------------------------------------------------------------------------------------------|
| PLAN COMPONENT                 | APPLICABLE DETAILS                                                                                         |
| LAND USE PLAN                  | SINGLE FAMILY RESIDENTIAL                                                                                  |
| AREA PLANS                     | GROSS TIMBERS CONSERVATION DEVELOPMENT DISTRICT, FENCING REQUIREMENTS & LANDSCAPE BUFFERS                  |
| URBAN DESIGN PLAN              | NOT APPLICABLE                                                                                             |
| MEDIAN & ROW DESIGN GUIDELINES | COUNTRY ROAD LANDSCAPE TREATMENT                                                                           |
| PARKS AND TRAILS               | NOT APPLICABLE                                                                                             |
| OPEN SPACE PLAN                | NOT APPLICABLE                                                                                             |
| THOROUGHFARE PLAN              | SUNSET TRAIL—LOCAL COLLECTOR W/ 60'-ROW<br>ROCKY POINT — LOCAL COLLECTOR W/ 80'-ROW                        |
| WATER PLAN                     | TOWN OF FLOWER MOUND — WEST PRESSURE PLANE<br>12" LINE ALONG ROCKY POINT LOOPED TO 6" LINE IN SUNSET TRAIL |
| WASTEWATER PLAN                | NOT APPLICABLE                                                                                             |
| ECONOMIC IMPACT                | NOT APPLICABLE                                                                                             |

| PARCEL AREA TABLE |            |                          |
|-------------------|------------|--------------------------|
| SORT              | LOT NUMBER | AREA                     |
| LOT 1 BLOCK 1     | 1          | 127097 SF<br>2.918 ACRES |
| LOT 2 BLOCK 1     | 2          | 87598 SF<br>2.011 ACRES  |
| LOT 3 BLOCK 1     | 3          | 87211 SF<br>2.002 ACRES  |
| LOT 4 BLOCK 1     | 4          | 91664 SF<br>2.104 ACRES  |
| LOT 5 BLOCK 1     | 5          | 92896 SF<br>2.133 ACRES  |
| LOT 6 BLOCK 1     | 6          | 135080 SF<br>3.101 ACRES |
| LOT 7 BLOCK 1     | 7          | 117904 SF<br>2.707 ACRES |
| LOT 8 BLOCK 1     | 8          | 88351 SF<br>2.028 ACRES  |
| LOT 9 BLOCK 1     | 9          | 87901 SF<br>2.018 ACRES  |
| LOT 10 BLOCK 1    | 10         | 87888 SF<br>2.018 ACRES  |
| LOT 11 BLOCK 1    | 11         | 7576 SF<br>0.174 ACRES   |

| LOT ANALYSIS      |                          |
|-------------------|--------------------------|
| AVERAGE LOT SIZE  | 95626 SF<br>2.195 ACRES  |
| LARGEST LOT SIZE  | 135080 SF<br>3.101 ACRES |
| SMALLEST LOT SIZE | 87211 SF<br>2.002 ACRES  |
| NUMBER OF LOTS    | 11                       |

- NOTES
- TOTAL AREA=24.13 ACRES
  - PROJECT IS LOCATED IN DENTON COUNTY, TEXAS
  - NO FLOODPLAIN IS LOCATED ADJACENT ON THE PROPERTY AS SHOWN ON FIRM MAP 49121C05206 DATED 4/18/2011.
  - PURSUANT TO THE ORDINANCE NO. 36-82 OF THE TOWN OF FLOWER MOUND, TEXAS A MANDATORY HOMEOWNERS ASSOCIATION SHALL BE ESTABLISHED AND CREATED TO ASSUME AND BE RESPONSIBLE FOR THE CONTINUOUS AND PERPETUAL OPERATION MAINTENANCE AND/OR SUPERVISION OF DRAINAGE EASEMENTS, LANDSCAPING SYSTEMS OR THEIR PHYSICAL FACILITIES OF GROUND HELD IN COMMON AND NECESSARY OR DESIRABLE FOR THE WELFARE OF THE AREA OF SUBDIVISION OR THAT ARE OF COMMON USE OR BENEFIT. SAID MANDATORY HOMEOWNER'S ASSOCIATION SHALL BE RESPONSIBLE FOR THE CONTINUOUS AND PERPETUAL OPERATION MAINTENANCE AND/OR SUPERVISION OF THE LANDSCAPE SYSTEMS, FEATURES OR ELEMENTS LOCATED IN PARKWAY COMMON AREA, BETWEEN SCREENING WALLS OR LIVING SCREENS AND ADJACENT CURVES OR STREET PAVEMENT EDGES, ADJACENT TO DRAINAGE WAYS OR DRAINAGE STRUCTURES, OR AT SUBDIVISION ENTRYWAYS.
  - ALL X-LOTS ARE UNBUILDABLE AND SHALL BE DEDICATED TO AND MAINTAINED BY THE HOA.
  - FLOOD ZONE ANALYSIS — NOT REQUIRED.
  - RESIDENTIAL LOTS ADJACENT TO EXISTING FLOOD PLAIN WILL HAVE A MINIMUM FINISHED FLOOR ELEVATION 18" ABOVE THE 100-YEAR FLOOD ELEVATION. ACTUAL ELEVATION TO BE DETERMINED WITH FINAL PLAT AND CONSTRUCTION PLANS.
  - ENVIRONMENTAL PROTECTION PLAN — REQUIRED/NOT REQUIRED.
  - ANY FENCE CONSTRUCTED ADJACENT AND/OR PARALLEL TO OPEN SPACE SHALL CONSIST OF WROUGHT IRON OR TUBULAR STEEL.
  - DRAINAGE EASEMENTS WITH OPEN CHANNEL MAY BE CROSSED BY TUBULAR STEEL FENCING. THERE MUST BE A MINIMUM OF 4" OF CLEARANCE BETWEEN THE LOWEST PART OF A FENCE AND THE TOP OF A PRIVATE SWALE. DRAINAGE EASEMENTS MUST BE KEPT IN A STATE THAT WILL NOT INHIBIT FLOW.

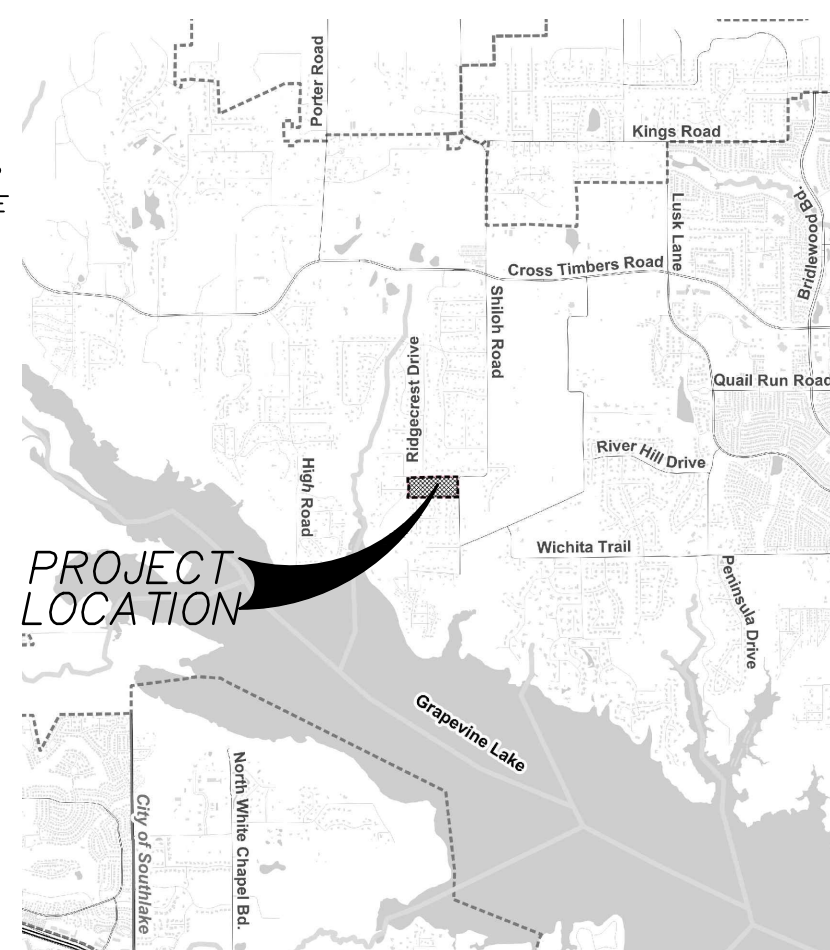
PREPARED BY:



civil engineering surveying landscape architecture planning  
 tlpels registration number: f - 2759  
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 519 east border  
 orlington, texas 76010  
 817-469-1671  
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 www.mmatexas.com

OWNER/DEVELOPER:

ROBERT KNIGHT  
 KNIGHT FAMILY LIVING TRUST  
 3451 SERENDIPITY HILL TRAIL  
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 TEL: 469-774-8172  
 EMAIL: ROB@BC.US  
 CONTACT: ROB KNIGHT



# KNIGHT'S LANDING FLOWER MOUND, TEXAS SUBDIVISION SITE PLAN



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 www.mmatexas.com

PROJECT NUMBER: 3697-00-02  
 PROJECT MANAGER: B. GADDIS  
 DRAWN BY: D. ANGLE  
 CHECKED BY: B. GADDIS  
 ISSUE DATE: 04/19/2024

REV. DATE DESCRIP. BY

## SUBDIVISION SITE PLAN

SHEET NO:

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