



# Parks Board

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October 2, 2025  
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 UNITED STATES FLAG**

**D. ANNUAL ELECTION OF A CHAIR AND VICE-CHAIR FOR THE PARKS BOARD**

**E. 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.

**F. PRESENTATIONS**

1. Keep Flower Mound Beautiful will provide the Board with an update on their operations and upcoming events.
2. As prescribed in the Youth Sports Facility Agreement, a report will be given by the Greater Lewisville Area Soccer Association of their operations in regards to youth soccer.

**G. STAFF/DIRECTOR REPORT**

**H. 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. September 4, 2025 Minutes - Consider approval of the minutes from September 4, 2025.

#### **I. REGULAR ITEMS**

1. Sale and consumption of alcohol (beer and wine) at 2026 Independence Fest - Consider recommending approval for Town Council consideration of the sale and consumption of alcoholic beverages (beer and wine) at Bakersfield Park during the 2026 Independence Fest.
2. Legacy Monuments & Children’s Memorial Policy at Peters Colony Memorial Park - Consider approval for the Legacy Monuments & Children’s Memorial Policy at Peters Colony Memorial Park.

#### **J. COORDINATION OF CALENDARS**

1. The next Parks Board Meeting is scheduled for November 6, 2025.

#### **K. ADJOURN**

I do hereby certify that the notice of above meeting for the Town of Flower Mound was posted at Town Hall, Town of Flower Mound, Texas, and on the Town’s website in compliance with Chapter 551, Texas Government Code on Friday, September 26, 2025, by 5:00 p.m.

**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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September 4, 2025  
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  
Richard Kenyon, Vice Chair, Place 4  
Christopher Chastain, Place 1  
Holly Royer, Place 5  
Jennifer Romaszewski, Place 7  
Ashish Puri, Place 8, Alternate  
Doug Graves, Place 9, Alternate  
Craig Goodhart, Place 10, Alternate

with the following member(s) absent:

Susan Borella, Place 2  
Mark Mayer, Place 6

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  
Clayton Litton, Parks Superintendent  
Jill Deramus, Special Events Manager  
David Powell, CAC Manager  
Jaime Jaco-Cooper, Senior Center Manager  
Matt Chutchian, Athletic Supervisor  
Jade Olson, Administrative Assistant

### **B. INVOCATION**

Board Member Romaszewski led the invocation.

### **C. PLEDGE OF ALLEGIANCE TO THE UNITED STATES FLAG**

Chair Thomason led the pledges.

**D. PUBLIC COMMENT**

N/A

**E. PRESENTATIONS**

1. As prescribed in the Youth Sports Facility Agreement, a report will be given by Flower Mound Lacrosse Association of their operations in regards to youth lacrosse.  
Brit Stock, President of Flower Mound Lacrosse Association, provided the Parks Board with an update of the association's operations in regard to youth lacrosse.
2. A presentation of the summer 2025 North Texas and State Guard Games competitions.  
Kristen Hinton, Aquatics Supervisor, provided the Parks Board with the summer 2025 North Texas and State Guard Games competition results.
3. National Senior Center Month  
Jaime Jaco-Cooper, Senior Center Manager, updated the Parks Board about the activities and other events the Seniors In Motion will have during September for Senior Center Month.

**F. STAFF/DIRECTOR REPORT**

Chuck Jennings and Travis Cunniff provided the Board with 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. August 7, 2025 Minutes - Consider approval of the minutes from August 7, 2025.

<b>ACTION:</b>	Richard Kenyon moved to approve G.1. as presented in the agenda caption. Doug Graves seconded the motion.
<b>AYES:</b>	Richard Kenyon, Christopher Chastain, Holly Royer, Jennifer Romaszewski, Ashish Puri, Craig Goodhart
<b>NAYS:</b>	None
<b>ABSTAIN:</b>	None
<b>RESULT:</b>	6 : 0

**H. REGULAR ITEMS**

1. 2025 Mound Throw Down event - Consider approval of a request from Therapeutic Recreation Group to hold the Mound Throw Down event at the Heritage Park of Flower Mound on Saturday, November 8, 2025.

**ACTION:** Jennifer Romaszewski moved to approve H.1. as presented in the agenda caption. Holly Royer seconded the motion.  
**AYES:** Richard Kenyon, Christopher Chastain, Holly Royer, Jennifer Romaszewski, Ashish Puri, Craig Goodhart  
**NAYS:** None  
**ABSTAIN:** None  
**RESULT:** 6 : 0

2. 2025 Mound Throw Down Event - Beer/Wine Request - Consider recommending approval for Town Council consideration the sale and consumption of alcoholic beverages (beer and wine) at the Heritage Park of Flower Mound during Therapeutic Recreation Group's 2025 Mound Throw Down event.

**ACTION:** Richard Kenyon moved to approve H.2. as presented in the agenda caption. Holly Royer seconded the motion.  
**AYES:** Richard Kenyon, Christopher Chastain, Holly Royer, Jennifer Romaszewski, Ashish Puri, Craig Goodhart  
**NAYS:** None  
**ABSTAIN:** None  
**RESULT:** 6 : 0

3. Park Naming Item - Consider recommending approval for Town Council consideration the naming of the park properties located on the 2.5 acre tract located within the Oakbridge Crossing residential development and the 3.5 acre tract located within the Whyburn residential development.

**ACTION:** Holly Royer moved to approve H.3. as presented in the agenda caption. Richard Kenyon seconded the motion.  
**AYES:** Richard Kenyon, Christopher Chastain, Holly Royer, Jennifer Romaszewski, Ashish Puri, Craig Goodhart  
**NAYS:** None  
**ABSTAIN:** None  
**RESULT:** 6 : 0

## I. WORK SESSION ITEM

1. Review and discuss the 70% design update for Trotter Park, a 13.11-acre park located at 4551 Cross Timbers Road.  
David Ship from MSH Design provided a 70% design update for Trotter Park.

**J. COORDINATION OF CALENDARS**

1. The next Parks Board Meeting is scheduled for October 2, 2025.

**K. ADJOURN**

Chair Thomason adjourned the meeting at 8:27 p.m.



## **PARKS BOARD AGENDA I.1. REGULAR ITEMS**

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**DATE:** October 2, 2025  
**FROM:** Jill Deramus, Special Events Manager  
**ITEM:** **Consider recommending approval for Town Council consideration of the sale and consumption of alcoholic beverages (beer and wine) at Bakersfield Park during the 2026 Independence Fest.**

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**BACKGROUND:** Staff is requesting approval of the sale of alcoholic beverages (beer and wine) at the 2026 Independence Fest that will be held on Saturday, July 4, 2026, at Bakersfield Park. On November 18, 2024, the Town Council unanimously approved alcohol sales for the festival that was held on Friday, July 4, 2025. There have been no major issues or concerns related to the sale of alcoholic beverages during the previous 14 Independence Fest signature events.

The sale of beer and wine on park property requires Parks Board consideration and the Town Council's approval since the event will be held at Bakersfield Park. An excerpt from the Code of Ordinances states:

- It shall be unlawful to possess alcoholic beverages in any portion of a public park or recreation facility, with the exception that the use of alcoholic beverages may be permitted during designated activities upon recommendation of the Town's Parks Board and with approval of the Town Council.

Similar to what has been planned for previous events, the Town will secure a third-party retailer to handle the sale of alcoholic beverages. The retailer will take on the risk and liability of selling alcohol at the festival. Additionally, the retailer will acquire all appropriate licenses and permits from the Texas Alcoholic Beverage Commission (TABC) and name the Town as an additional insured on their liability insurance. The Town will be paid a 25% commission of the total beverage sales.

If approved for the event, alcohol would be prohibited from being taken out of the fenced-in festival area. Similar to previous years, this would be controlled by fencing, signage, police officers, and festival security staff. With the festival taking place on Independence Day, the Town has instructed the Flower Mound Youth Sports Association to not schedule any baseball tournaments the week leading up to July 4, 2026.

If the sale of alcohol is not approved for the event, the Town could lose sponsorship opportunities and the revenue stream created by the sale of alcoholic beverages. For the 2025 festival, Ben E Keith sponsored the festival by contributing \$3,000, donating the backdrops for the stage, and producing event signage. In addition, the Town received \$8,797.50 in commissions from the sale of beverages for the 2025 event.

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

**ALTERNATIVES:** If the sale of alcohol is not approved for the event, the Town will still run the event, but would lose the revenue stream created by the sale of alcoholic beverages and possibly lose sponsorship opportunities.

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

**LEGAL REVIEW:** N/A

**ATTACHMENTS:**  
None

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



## **PARKS BOARD AGENDA I.2. REGULAR ITEMS**

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**DATE:** October 2, 2025  
**FROM:** Travis Cunniff, Assistant Director of Parks and Recreation  
**ITEM:** **Consider approval for the Legacy Monuments & Children's Memorial Policy at Peters Colony Memorial Park.**

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**BACKGROUND:** Peters Colony Memorial Park was created as a public specialty park space dedicated to past, present, and future residents of Flower Mound. The site's tranquil atmosphere and natural beauty will encourage residents to gather in group celebration or individual reflection honoring friends and loved ones. Included in the construction of the park are six legacy monuments with each holding 34 engravable panels for a total of 204 panels. In addition, there are anchors in the ground near the play feature for 12 children's memorials.

The purpose of this policy is to establish clear and consistent guidelines for including individuals' names on the legacy monuments and children's memorials at Peters Colony Memorial Park.

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

**ALTERNATIVES:** If not approved, staff will reevaluate and bring an updated policy back to a future Parks Board meeting for approval. This may delay adding names to the legacy monuments for a period of time.

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

**LEGAL REVIEW:** N/A

**ATTACHMENTS:**

1. Legacy Monuments & Children's Memorial Policy - Peters Colony Memorial Park 9.26.25

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

**Peters Colony Memorial Park – Legacy Monuments & Children’s Memorial Policy**  
(Effective October 2, 2025, as approved by the Parks Board)

**Background**

Peters Colony Memorial Park was created as a public specialty park space dedicated to past, present, and future residents of Flower Mound. The site’s tranquil atmosphere and natural beauty will encourage residents to gather in group celebration or individual reflection honoring friends and loved ones.

**Purpose**

The purpose of this policy is to establish clear and consistent guidelines for including individuals’ names on the legacy monuments and children’s memorials at Peters Colony Memorial Park.

The memorial will:

- Provide an opportunity for remembrance and recognition.
- Honor individuals who lived in the Town of Flower Mound.
- Preserve the park as a place of reflection, remembrance, and civic pride.

**Eligibility Criteria**

- Legacy Monument
  - Residents who lived in Flower Mound for at least five (5) years.
    - If under 18, parents/guardians must have been residents at the time of the child’s passing.
  - Recognition is posthumous.
- Children’s Memorial
  - Any resident of Flower Mound under the age of 18.
    - No minimum time of residency requirement.
    - Parents/guardians must have been residents at the time of the child’s passing.
  - Recognition is posthumous.

**Name Inclusion Standards**

- Name Format
  - Full legal name (first, middle if applicable, last).
  - Nicknames may be considered at the discretion of the review committee.
- Titles (Non-Military)
  - Titles may be included in front of the name if nationally recognized and verifiable.
  - Examples: Mayor, Dr., Honorable, Reverend.
- Military Recognition
  - Rank may be placed in front of the name.
  - Examples: Major, Captain, PFC.
  - Proof of honorable discharge is required.
  - Branch emblem(s) may be displayed:
    - One branch: emblem placed to the left of the name.
    - Two branches: emblems placed to the left and right of the name.
  - May be combined with First Responder service.

- First Responder Recognition
  - Titles/rank may be placed in front of the name.
  - Examples: Chief, Captain.
  - Approved services include
    - Law Enforcement.
    - Fire Service.
    - Emergency Medical Services.
    - Other services may be considered (Doctors/Nurses, Search and Rescue, Telecommunicators, Public Works).
  - Service emblem(s) may be displayed
    - One service: emblem placed to the left of the name.
    - Two services: emblems placed left and right of the name.
  - Service emblems not in database must be provided by applicant.
  - May be combined with Military service.
- Dates
  - Life dates may be included.
  - Service dates may be included if applicable.

### **Application Process**

- Applications must be submitted using the official Town form, available online on the Town's website.
- Applications are accepted year-round.
- Supporting documentation must be submitted, including
  - Verification of residency.
  - Historical/biographical information.
  - Proof of service (if applicable).
- Staff will confirm accuracy of information with the applicant.

### **Review and Approval**

- Staff Review
  - Verify eligibility and completeness.
  - Ensure formatting and name inclusion standards are met.
- Final Approval
  - Applications will be reviewed quarterly for approval (January, April, July, October).
- Notification
  - Applicants will receive notification of acceptance or denial.
  - If denied, applicant may appeal to the Parks Board for reconsideration.

### **Fees**

- No application fee will be charged.
- A fabrication and engraving fee of \$2,500 will apply.
- The Town reserves the right to waive fees for certain honorees based on extraordinary service to the community.

### **Installation, Maintenance, and Updates**

- The Town is responsible for installation and ongoing maintenance.
- Requests for corrections must be submitted in writing.
  - Corrections will be reviewed by staff and/or the Review Committee.
  - Associated fees will apply for approved alterations.

**Limitations**

- Submission of an application does not guarantee inclusion on a monument.
- Space on monuments is limited. Applications may be suspended by the Town due to capacity or other factors.
- The Town may revise or make changes to any portion of this policy including but not limited to eligibility criteria, application timelines, or fees at its discretion and with approval of the Parks Board.