



AGENDA

FLOWER MOUND PARKS, ARTS & LIBRARY SERVICES (PALS) BOARD

REGULAR MEETING & WORK SESSION

APRIL 7, 2016

FLOWER MOUND TOWN HALL
2121 CROSS TIMBERS ROAD
FLOWER MOUND, TEXAS

6:30 P.M.

AN AGENDA INFORMATION PACKET IS AVAILABLE FOR PUBLIC INSPECTION
ONLINE AT WWW.FLOWER-MOUND.COM/AGENDA/AGENDA.PHP

All pagers and cell phones must be turned off in the Council Chambers.

A. CALL REGULAR MEETING TO ORDER

B. INVOCATION

C. PLEDGE OF ALLEGIANCE TO THE AMERICAN FLAG AND TO THE TEXAS FLAG

"Honor the Texas flag; I pledge allegiance to thee, Texas, one state under God, one and indivisible."

D. PRESENTATIONS

Girl Scout Troop 3733 - Life Vest Service Project

E. PUBLIC PARTICIPATION

Please fill out an "Appearance Before PALS Board" form in order to address the Board, and turn the form in prior to Public Participation to Administrative Secretary Cordette Brown. Speakers are normally limited to three minutes. Time limits can be adjusted by the Chair to accommodate more or fewer speakers.

The purpose of this item is to allow the public an opportunity to address the PALS Board on issues that are not the subject of a public hearing. Any item requiring a Public Hearing will allow the public to speak at the time that item appears on this agenda as indicated as a "Public Hearing". PALS Board members may not deliberate and may only cite facts or current policy in response to public comments. Issues regarding daily operational or administrative matters should first be dealt with at the administrative level by calling the Parks and Recreation Division at 972.874.6300 or the Flower Mound Public Library at 972.874.6200 during business hours.

F. DIRECTOR'S REPORT

- Update and status report related to Parks and Recreation and Library operational issues.

G. CONSENT AGENDA – Consent Items

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

1. Consider approval of minutes from a special meeting and work session of the PALS Board held on February 24, 2016.

H. REGULAR ITEM

2. Consider recommendation of a request from the Flower Mound Rotary to hold a Neon Run and festival at the Heritage Park of Flower Mound on Saturday, October 1, 2016.
3. 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 the Flower Mound Rotary's Neon Run and festival.

I. RECESS REGULAR MEETING

J. CALL WORK SESSION TO ORDER

K. WORK SESSION ITEM

4. Review and discuss the PALS Board Naming Committee's recommendation regarding the renaming of Spring Lake Park after former Mayor Gary Pressler.

L. ADJOURN WORK SESSION

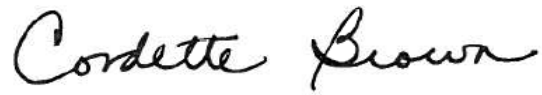
M. RECONVENE REGULAR MEETING

N. COORDINATION OF CALENDARS AND FUTURE AGENDAS/MEETINGS

- The next regular meeting of the PALS Board is scheduled for May 5, 2016.

O. ADJOURN REGULAR MEETING

I do hereby certify that the Notice of Meeting was posted on the bulletin board in Town Hall of the Town of Flower Mound, Texas, a place convenient and readily accessible to the general public at all times and said Notice was posted on the following date and time: April 4, 2016 at 4:00 p.m. at least 72 hours prior to the scheduled time of said meeting.

A handwritten signature in black ink that reads "Cordette Brown". The script is cursive and fluid.

Cordette Brown, Administrative Secretary

The Flower Mound Town Hall and Council Chambers are wheelchair accessible. Requests for accommodations or interpretative services must be made at least 48 hours prior to this meeting by contacting Cordette Brown, Administrative Secretary at (972) 874-6300.



**Parks, Arts & Library Services
(PALS) Board
AGENDA ITEM NO: 1**

DATE: April 7, 2016

FROM: Cordette Brown, Administrative Secretary

ITEM: Consider approval of minutes from a Special Meeting and Work Session of the Parks, Arts and Library Services (PALS) Board held on February 24, 2016.

I. SUMMARY:

The PALS Board held a Special Meeting and Work Session on February 24, 2016.

II. BACKGROUND INFORMATION:

N/A

III. FISCAL IMPACT:

N/A

IV. LEGAL REVIEW:

N/A

V. ATTACHMENTS:

1. Draft minutes from the February 24, 2016, Special Meeting and Work Session of the PALS Board.

VI. RECOMMENDED MOTION OR ACTION:

Move to approve the minutes from a Special Meeting and Work Session of the PALS Board held on February 24, 2016.

**THE TOWN OF FLOWER MOUND PARKS, ARTS AND LIBRARY SERVICES (PALS) BOARD
SPECIAL MEETING AND WORK SESSION HELD ON THE 24TH DAY OF FEBRUARY, 2016,
IN THE FLOWER MOUND TOWN HALL, LOCATED AT 2121 CROSS TIMBERS ROAD IN
THE TOWN OF FLOWER MOUND, COUNTY OF DENTON, TEXAS AT 6:30 P.M.**

The PALS Board met in a special meeting with the following members present:

Gloria Jones	Place 1 – Chair
Teresa Thomason	Place 3
Denis Toth	Place 4
Warner Watkins	Place 5
Ann Handren	Place 6
Denise Johnson	Place 7 – Vice Chair

The following Board member was not in attendance:

Debbie Simon	Place 2
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The following members of Town Staff were in attendance:

Chuck Jennings	Director of Parks and Recreation
Clayton Litton	Park Superintendent
Kari Biddix	Park Development Manager
John Habern	Parks, Trails & Landscape Specialist
Cordette Brown	Administrative Secretary

- A. CALL SPECIAL MEETING TO ORDER – 6:30 P.M.**
- B. INVOCATION – Mike Liles**
- C. PLEDGE OF ALLEGIANCE TO THE AMERICAN FLAG AND THE TEXAS FLAG**
- D. PUBLIC PARTICIPATION**

Beth Slack, 1908 Seaview Drive, Flower Mound, TX 75022, said she is a long time resident of Flower Mound since 1988. She loves Flower Mound and is very, very happy here. The reason for her visit tonight is to respectfully ask the Board to rethink the plans to turn Twin Coves Park into a campground. She understands how difficult it is for plans to be made and then residents come and object, this makes it difficult for them to do their job, however, she thinks this is the perfect time for them to rethink this project. The park has been under water for several months and she is sure the cost to fix will be more than a few hundred bucks. She thinks an overnight campground is a very bad idea as it is directly behind homes and that brings up night privacy issues. This is a beautiful park and day use such as jogging, bike riding, fishing are fine, but, they should weigh the homeowners rights against those who wish to use the park and the risk of theft and vandalism. She says she spends over a thousand dollars (1,000.00) per month for property

taxes to live in her home and does not think it is fair to have people in and out having fun, which is fine, but not in somebody's backyard.

E. DIRECTOR'S REPORT

Chuck Jennings, Director of Parks and Recreation reported the following:

- The Community Services Department hosted Session 5 of the Citizen's Academy on Saturday, February 20. The citizen's met at the Senior Center where staff led a presentation about the department and the different areas that falls under its umbrella of responsibilities. The group also toured the Senior Center, Library, and CAC. The highlight of the day included a fun game of chair volleyball at the Senior Center.
- The Dog Agility Equipment Purchase Order is approved and the equipment is being ordered this week. It should arrive in about six weeks.
- Flower Mound residents voted us #1 in the FM LEADER Readers' Choice contest for "Best Summer Camp" AND Lewisville residents voted us #1 in the LEWISVILLE LEADER for "Best Swim Lessons." We received plaques that are displayed in the award case at the CAC.
- Youth Sport leagues have started playing games on Town fields...lots of action in the parks especially on the weekends.
- The GLASA has purchased and donated new soccer goals for the Town's four practice fields. These goals have been installed at Blue Bonnet, Stone Creek, Cortadera and Spring Meadow Parks.
- The Youth football RFP went out on Monday and is posted on the Town's website.
- Spring adult leagues begin next week with:
 - softball-67 teams
 - Basketball-21 teams
 - Kickball-5 teams
 - Ultimate frisbee-6 teams
- Volleyball and flag football registration is still open.
- Spring Break FloMo Camps will take place on March 7-11 at the CAC. For those entering 1st through 5th grade, there are 17 registered out of 40 possible spots. For those entering 6th through 9th grade, there are 10 registered out of 13 possible spots. The Camp will teach life skills as well as give campers an opportunity to make lasting friendships. There will be arts and crafts and plenty of outdoor fun.
- The Parks and Recreation Division will offer specialty camps at the CAC this Spring Break for kids who have all types of interest. Specialty Camps Basketball Skills; Dodgeball; Art; Let's Get Growing and a science camp called the Spy Academy.
- The Flower Mound Seniors In Motion program currently has 1,241 members.
- January was the busiest month to date at the Flower Mound Senior Center with 3,263 card scans.
- On February 15, Town Council approved amending the Ordinance to change the (SIM) membership fee schedule from a calendar year membership fee to a yearly membership fee (365 days from date of purchase). Town Council also approved

adding a day pass option for \$1 for Flower Mound residents and \$2 for non-residents.

- Upcoming SIM Events:
 - o Spring Concert: Tuesday, March 15
 - o St. Patrick's Day Party: Thursday, March 17
 - o Holi Party: Wednesday, March 23
- **Easter Egg Scramble, Saturday, March 19, from 1:30 p.m. to 3:30 p.m. at Jakes Hilltop Park.**
- The Town is celebrating its 33rd Annual Easter Egg Scramble presented by Primrose Schools of NE Flower Mound and Wellington. Lots of candy will be available for the taking and there will be a special appearance by the Easter Bunny! Activities begin at 1:30 p.m., and the Scramble begins promptly at 2:30 p.m.
- **Underwater Easter Egg Hunt - Saturday, March 26, 10 a.m. to 12 p.m.** Hop on over to the CAC for the Underwater Egg Hunt! Egg-citing activities include a visit with the Easter Bunny, arts and crafts, and games. Stay around after the egg hunt to play in the pool and enjoy other activities. [Pre-registration](#) is required.

Kari Biddix, Park Development Manager gave the following construction update:

- **Twin Coves Park Master Plan** –The water has cleared the road and they are now able to start mobilizing.
- **Heritage Park Dog Park** – Ribbon Cutting and grand opening took place on January 29, 2016.
- **Heritage Park Phase II** – Is underway
- **Rheudasil & Wilkerson Parks Pond Dredging and Stabilization** – Under design.
- **Parks & Trail Master Plan** – Kick off meetings for key staffs were held February 4th and 5th.
 - Consultants will conduct phone interviews during February
 - Focus Group interviews set for March 17th and 18th.
 - Townwide survey will take place during March and April.
 - Park Tours and assessment will be conducted in April.
 - Public Forums will take place in May.
 - Tentative completion November/December 2016.
- **Park and Trail Amenities** – Standard Amenities will be placed at regular intervals along the trails.
- **Individual Park Improvements** – The Board was brought up to date on the current status of the various parks that are currently being improved.

F. CONSENT AGENDA

1. Consider approval of minutes from a special meeting of the PALS Board held on January 14, 2016.

Board Deliberation

Board member Denis Toth move to approve the minutes of a special meeting of the PALS Board held on January 14, 2016. Board member Denise Johnson seconds the motion.

VOTE ON THE MOTION

AYES: Toth, Watkins, Handren, Johnson

ABSTAIN: Thomason

G. REGULAR ITEM

2. Consider recommending to Planning and Zoning Commission and Town Council Park Land Dedication and Park Development Fee requirements for the Parkside at Woodlake, Phase II residential development generally located south of Flower Mound Road on 2499 between Aberdeen Drive and Spinks Road..

Staff Presentation

John Habern – Parks, Trails and Landscape Specialist

Board Deliberation

Board member Teresa Thomason move to recommend approval to Planning and Zoning Commission and Town Council **cash**, in the amount of **\$15,120.00**, be accepted **in lieu of** the otherwise required Park Land Dedication, and Park Development Fees in the amount of **\$8,328.00** for the Parkside at Woodlake, Phase II residential development located south of Flower Mound Road on 2499 between Aberdeen Drive and Spinks Road. Board member Ann Handren seconds the motion.

VOTE ON THE MOTION

AYES: Johnson, Handren, Watkins, Toth, Thomason

H. CALL WORK SESSION TO ORDER

I. WORK SESSION ITEMS

3. Review and discuss appointment of a PALS Board Committee whose charge is to make a recommendation regarding the renaming of Spring Lake Park.

The PALS Board Committee will consist of Gloria Jones, Denis Toth and Warner Watkins.

4. Review and discuss appointment of two PALS Board members to serve on the youth football request for proposal review committee.

The two members of the PALS Board to serve on the Committee will be Theresa Thomason and Denise Johnson.

J. ADJOURN WORK SESSION

K. RECONVENE REGULAR MEETING

L. COORDINATION OF CALENDARS AND FUTURE AGENDAS/MEETINGS

- The next PALS Board Meeting is scheduled for April 7, 2016.

M. ADJOURNMENT

Board Member Denise Johnson made a motion to adjourn the meeting. Board member Teresa Thomason seconds the motion.

Board Chair Gloria Jones adjourned the Special Meeting at 7:21 p.m.

TOWN OF FLOWER MOUND, TEXAS

Gloria Jones, CHAIRPERSON

ATTEST:

Cordette Brown, ADMINISTRATIVE SECRETARY



**Parks, Arts and Library Services
(PALS) Board
AGENDA ITEM NO. 2**

DATE: April 7, 2016

FROM: Chuck Jennings, Parks and Recreation Director

ITEM: Consider recommendation of a request from the Flower Mound Rotary to hold a Neon Run and festival at the Heritage Park of Flower Mound on Saturday, October 1, 2016.

Background Information: Harold Shepard with the Flower Mound Rotary Club is requesting approval from the Parks, Arts, and Library Services (PALS) Board to hold their annual 5K Neon Run and festival at The Heritage Park of Flower Mound on Saturday, October 1, 2016, from 3:00 – 10:00 pm.

The Flower Mound Rotary Club, which was founded in 1984 falls under the National Association of Rotary International. The mission of Rotary International, a worldwide association of Rotary Clubs, is to provide service to others, to promote high ethical standards, and to advance world understanding, goodwill, and peace through its fellowship of business, professional, and community leaders. Their objectives are:

1. Development of acquaintance as an opportunity of service.
2. High ethical standards in business and professions, the recognition of the worthiness of all useful occupations, and the dignifying by each Rotarian of his/her occupation as an opportunity to serve society.
3. The application of the ideal of service by every Rotarian to this personal, business and community life.
4. The advancement of international understanding, goodwill, and peace through a world fellowship of business and professional persons united in the ideal of service.

The Flower Mound Rotary's motto is "Service Above Self."

The Flower Mound Rotary has hosted the run and festival for the last three years. The Town has not received any negative feedback and the organization followed all of the Town's rules and regulations. The Rotary is proposing to offer the same activities and amenities as last year. The festival would have two major components: 5k Neon Run/Walk and festival area with music, kid's area, and food vendors. The event would be held on October 1, 2016 from 3:00 – 10:00pm. The event would be geared towards families and open to the public. The money raised by this event would go into the Club's general fund and would be used for local charitable endeavors.

The Flower Mound Rotary will work with the Environmental Services Division to secure a special event permit and provide the necessary liability insurance. During this process, the permit will be reviewed by the Health, Fire, Parks, and Police Departments concerning the event logistics and 5K route. Other permits and fees may be necessary after the review process is completed. Staff estimates that the event could attract between 700 - 1,000 spectators to the park over the course of the day. The Rotary Club understands they will need



**Parks, Arts and Library Services
(PALS) Board**

AGENDA ITEM NO. 2

to secure offsite parking, shuttles, portable restrooms, and coordinate litter control for the event.

Fiscal Impact:

Revenue Source: The Town will receive revenue from Flower Mound Rotary in accordance with the rental policy which outlines pavilion rental fees.

Projected Receipts/Collections: \$300.00

Proposed Use/Purpose: The revenue generated will be deposited into the General Fund 100-4259, Parks and Recreation Fees, which helps offset the annual costs to operate and maintain the Town's pavilions.

Legal Issues: According to Chapter 54 of the Town's Code of Ordinances, the PALS 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.

A Certificate of Liability Insurance from the Flower Mound Rotary Club listing the Town as additional insured will be required if the PALS Board approves this request.

Attachments:

1. Request from Flower Mound Rotary

Recommendation: Move to approve a request from the Flower Mound Rotary to hold a 5K Run and festival at the Heritage Park of Flower Mound.

From: [Harold E. Shepard](#)
To: [Chuck Jennings](#)
Subject: 2016 ROTARYFEST & 5K Neon Run - JULY \$TH TOWN CELEBRATION BOOTH RENTAL - FLOWER MOUND
HOMES Needing help
Date: Thursday, March 17, 2016 3:21:59 PM

Chuck,

We would like to reserve Heritage Park for Saturday Oct. 1st, 2016 for our annual 1st Saturday in October event ROTARYFEST. This year we will shorten the event to start at 3pm and concluded around 10pm. The race will commence just before dusk and we will NOT have the same music program as last year.

We will still have all the other events that we had last year.....washer tourney, the kids school carnival, food trucks – an alcohol vendor, and of course the race. There will be live music, but probably just form one main band The music may include a Talent Show.

Please let me know if October 1st will work for the Town. Who do I need to see at the Town to reserve the park that day?

Secondly, who do we talk to about getting a booth at the Town's July 4th Festival for our Rotary Club?

THIRD, who do we talk to at the Town to see if our Rotary Club can help with a service project where a home has code violations and the resident or owner does not have the resources or ability due to health to fix their home. We have helped in the past with similar projects.

Sincerely,

Harold Shepard
Shepard Financial Services, LLC
3620 N. Josey Ln. Ste. 224
Carrollton, TX 75007
972-661-2000
972-394-2776 fax
harold@shepardfinancialservices.com

My success has always been a result of repeat business and referrals from my valued clients. Should you have any friends, associates or relatives that might benefit from my service; please be so kind as to pass on my contact information. Your referral is by far the highest compliment I could possibly receive.

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**Parks, Arts and Library Services
(PALS) Board
AGENDA ITEM NO. 3**

DATE: April 7, 2016

FROM: Chuck Jennings, Parks and Recreation Director

ITEM: **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 the Flower Mound Rotary's Neon Run and festival.**

Background Information: Harold Shepard with the Flower Mound Rotary Club is requesting approval from the Parks, Arts, and Library Services (PALS) Board to hold their annual 5K Neon Run and festival at The Heritage Park of Flower Mound on Saturday, October 1, 2016, from 3:00 – 10:00 pm.

The Flower Mound Rotary Club, which was founded in 1984 falls under the National Association of Rotary International. The mission of Rotary International, a worldwide association of Rotary Clubs, is to provide service to others, to promote high ethical standards, and to advance world understanding, goodwill, and peace through its fellowship of business, professional, and community leaders. Their objectives are:

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3. The application of the ideal of service by every Rotarian to this personal, business and community life.
4. The advancement of international understanding, goodwill, and peace through a world fellowship of business and professional persons united in the ideal of service.

The Flower Mound Rotary's motto is "Service Above Self."

The Flower Mound Rotary has hosted the neon run and festival the past three years. The Town has not received any negative feedback and the organization followed all of the Town's rules and regulations. The Rotary is proposing to offer the same activities and amenities as last year. The festival would have two major components: 5k Neon Run/Walk and festival area with music, kid's area, and food vendors. The event would be held on October 1, 2016 from 3:00 – 10:00pm. The event would be geared towards families and open to the public. The money raised by this event would go into the Club's general fund and would be used for local charitable endeavors.

The Flower Mound Rotary will work with the Environmental Services Division to secure a special event permit and provide the necessary liability insurance. During this process, the permit will be reviewed by the Health, Fire, Parks, and Police Departments concerning the event logistics and 5K route. Other permits and fees may be necessary after the review



**Parks, Arts and Library Services
(PALS) Board
AGENDA ITEM NO. 3**

process is completed. Staff estimates that the event could attract between 700-1,000 spectators to the park over the course of the day. The Rotary Club understands they will need to secure offsite parking, shuttles, portable restrooms, and coordinate litter control for the event.

The Rotary is proposing to fence in the festival area so that beer can be sold and consumed during the festival. There will be manned gates for entrance and exit into the festival area to ensure no alcohol is brought into or taken out of the festival area. The Rotary will be hiring a Texas Alcohol & Beverage Commission (TABC) licensed server to provide the beverages. The Rotary will be required to secure a TABC Permit for the event and provide Flower Mound police officers for security at the entrance/exit gates and festival area. The Flower Mound Rotary and/or a third party retailer will take on the risk and liability of selling alcohol at the event. The Town will be named as an additional insured on their liability insurance.

Fiscal Impact: N/A

Legal Issues: The sale of beer or wine on park property requires PALS Board consideration and the Town Council's approval since the event will be held at The Heritage Park of Flower Mound. 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 PALS Board and with approval of the Town Council.

Attachments: N/A

Recommendation: Move to recommend approval for Town Council consideration the sale and consumption of alcoholic beverages (beer and wine) at the Heritage Park of Flower Mound during the Flower Mound Rotary's Neon Run and festival.



**Parks, Arts and Library Services
(PALS) Board
AGENDA ITEM NO. 4**

DATE: April 7, 2016

FROM: Chuck Jennings, Director of Parks and Recreation

ITEM: Review and discuss the PALS Board Naming Committee's recommendation regarding the renaming of Spring Lake Park after former Mayor Gary Pressler.

Background Information: The naming or renaming of Town parks is the responsibility of the PALS Board. The process for determination of a name for recommendation to the Town Council is specified in Town Ordinance Sec. 54-1.

At the February 24, 2016, PALS Board Special Meeting, the Chair appointed Denis Toth, Warner Watkins, and Gloria Jones to the committee. The committee was provided with some newspaper articles about Former Mayor Gary Pressler, his obituary, and a copy of the Town's ordinance regarding park naming or renaming. The committee met on March 15 to discuss the request and develop a recommendation to the PALS Board.

The committee will discuss their recommendations at the meeting and will look for feedback from the Board.

Fiscal Impact: N/A

Legal Issues: N/A

Attachment: N/A

Recommendation: This item is for discussion purposes only.