



AGENDA
FLOWER MOUND PARKS BOARD
REGULAR MEETING
FEBRUARY 4, 2021
VIA VIDEOCONFERENCE
6:30 P.M.

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

Comments regarding any item on this agenda can be sent to the Parks Board by
Emailing: Parks@flower-mound.com or Calling: 972.874.6005

A. CALL REGULAR MEETING TO ORDER

B. INVOCATION

C. PUBLIC COMMENTS

[CLICK HERE](#) to submit general public comments

D. PRESENTATIONS

- In accordance with the Tennis Services Contract, a report will be given by Bad Dawg Tennis of their operations in regards to youth and adult tennis.

E. DIRECTOR'S REPORT

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

F. CONSENT AGENDA

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 the minutes from a regular meeting of the Parks Board held on December 3, 2020.

G. REGULAR ITEMS

2. Consider approval of a request from the Brigham Young University Dallas/Fort Worth Alumni Chapter to hold the Howdy 5k Fun Run at the Heritage Park of Flower Mound on Saturday, March 20, 2021.

H. **RECESS REGULAR MEETING**

I. **CALL WORK SESSION TO ORDER**

J. **WORK SESSION ITEMS**

- 3 Review and discuss appointment of a Parks Board Committee whose charge is to make a recommendation regarding a name for the 13.11 acre park located within the Townlake Phase IV residential development.
4. Review and discuss options and cost estimates for the addition of parking spaces at Stone Creek Park.

K. **ADJOURN WORK SESSION**

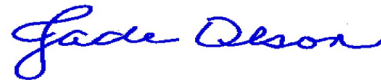
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L. **RECONVENE REGULAR MEETING**

M. **COORDINATION OF CALENDARS AND FUTURE AGENDAS/MEETINGS**

- The next regular meeting of the Parks Board is scheduled for March 4, 2021.

N. **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: February 1, 2021 at 3:30 P.M. at least 72 hours prior to the scheduled time of said meeting.



Jade Olson, Administrative Assistant



PARK BOARD AGENDA ITEM NO. 1

CONSENT ITEM

DATE: February 4, 2021

FROM: Jade Olson, Administrative Assistant

ITEM: Consider approval of the minutes from a regular meeting of the Parks Board held on December 3, 2020.

BACKGROUND INFORMATION: The Parks Board held a regular meeting December 3, 2020.

BOARD REVIEW/CITIZEN FEEDBACK: N/A

ALTERNATIVES/OPTIONS: N/A

FISCAL IMPACT: N/A

LEGAL REVIEW: N/A

ATTACHMENTS:

1. Draft minutes from the December 3, 2020 Regular Meeting of the Park Board.

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

THE TOWN OF FLOWER MOUND PARKS BOARD REGULAR MEETING HELD ON THE 3rd DAY OF DECEMBER 2020, 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 Parks Board met in a regular session with the following members present:

Dale Olson	Place 1
Allen Pichon	Place 2
Teresa Thomason	Place 3 – Chair
Rick Kenyon	Place 4 – Vice-Chair
Jodi Seay	Place 5
Mark Mayer	Place 6
Jennifer Romaszewski	Place 7
Preston Peterson	Place 8 – Alternate
Scott Langley	Place 9 – Alternate
Holly Royer	Place 10 – Alternate

The following members of Town Staff were in attendance:

Chuck Jennings	Director of Parks and Recreation
Mark Long	Assistant Director of Parks and Recreation
Clayton Litton	Parks Superintendent
David Powell	CAC Manager
Kari Biddix	Park Development Manager
Matt Chutchian	Athletic Supervisor
Jade Olson	Administrative Assistant

- A. CALL REGULAR MEETING TO ORDER – 6:30 P.M.**
- B. INVOCATION – Scott Langley**
- C. PLEDGE OF ALLEGIANCE TO THE AMERICAN FLAG AND THE TEXAS FLAG**
- D. PUBLIC COMMENTS**

N/A

- E. PRESENTATIONS**

Paul Johnson from the Texas A&M Forest Service presented the Town with the “Outstanding Landscape Improvement Award” for improvements to Heritage Park, by the Texas Chapter of the International Society of Arboriculture and the Texas A&M Forest Service.

- F. DIRECTOR’S REPORT**

Chuck Jennings, Director of Parks and Recreation had the following announcements:

- Parks staff are busy trimming trees at Possum Park, Amy Lane Park pond, Westchester Park, Spring Lake Park, and Glenwick Park.

- Irrigation was installed at Westchester Park and Cortadera Park.
- The Rotary Club spread mulch at Heritage Park and other areas that are designated as adopt a spot location.
- Forest Park culverts and fence were replaced.
- Parks and Rec are busy getting ready for Christmas Tree Lighting ceremony
- Gerault Park mural is almost complete.
- The Town has officially received the deed for the 13-acre park at the Towne Lake East residential development.

Mark Long, Assistant Director of Parks and Recreation had the following announcements:

- The Annual Christmas Tree Lighting Ceremony sponsored by CoServ will take place Saturday, December 5 at the CAC from 6pm – 7pm.
- Breakfast with Santa will be on Saturday, December 5 at the CAC.
- The Town is partnering with the Flower Mound Rotary to offer the Reindeer 5K at Bakersfield Park.
- Dorothy's Dash had 375 participants. With less runners the Town was still able to donate the same amount as in years past to the Lone Star Chapter of the MS Society.
- There are new building signs at the CAC. David Powell has done a good job of working on upgrades.
- The winter/spring Adventures Guide should have hit homes earlier this week. Registration for all programs began on December 1.
- The CAC has reduced occupancy to 50% from the Governor's orders.
- The 2 projects that were paid for by 4B funds was the lightning detection systems and new scoreboards at Hilltop Park. The lightning detection system will be installed in time for the Spring season. The scoreboards are being reviewed by staff and hoping to have them installed in time for Spring baseball.
- During the month of December SIM staff plan to offer several virtual events. Those events include holiday craft take home kits, drive through Christmas Parade and drive-in holiday movie.
- Senior Center Staff is down one employee for a few months. Nicole Brasher welcomed her first child.
- Twin Coves Park made an offer for the Manager position and it was accepted.

Kari Biddix, Park Development Manager gave an update on CIP Projects:

- Canyon Falls Park construction was awarded on November 2. The contractor plans on starting after the new year.
- Rheudasil Park bids are getting reviewed.
- Peters Colony Memorial Park Master Plan is still in design.
- The comprehensive Trails Master Plan has gone back to the consultant with revisions from staff.
- Chinn Chapel Park and Pecan Orchard Park are receiving new playground equipment.

G. CONSENT AGENDA

1. **Consider approval of minutes from a regular meeting of the Parks Board held on November 5, 2020.**

Board Deliberation

Board Member Pichon moved to approve as presented in the agenda caption. Vice Chair Kenyon seconded the motion.

VOTE ON THE MOTION

AYES: Olson, Pichon, Kenyon, Seay, Mayer, Romaszewski,
NAYS: None

H. REGULAR ITEMS

2. **Consider approval of a request from Dallas Athletes Racing, Inc. to hold a sanctioned triathlon event at the Community Activity Center and Gerault Park on Sunday, April 11, 2021.**

Staff Presentation

David Powell – CAC Manager

Dallas Athletes

Dan Jones – Dallas Athletes Racing Owner

Board Deliberation

Vice Chair Kenyon moved to approve as presented in the agenda caption. Board Member Romaszewski seconded the motion.

VOTE ON THE MOTION

AYES: Romaszewski, Mayer, Seay, Kenyon, Pichon, Olson
NAYS: None

3. **Consider recommending approval for Town Manager consideration a Youth Lacrosse Contract with the Flower Mound Lacrosse Association for facility usage from January 1, 2021 through December 31, 2025.**

Staff Presentation

Matt Chutchian – Athletic Supervisor

Dallas Athletes

Tom McCormick – President

Matt McQuiellen – Vice President

Board Deliberation

Board Member Mayer moved to recommend for Town Manager consideration a Youth Lacrosse Contract with the Flower Mound Lacrosse Association for facility usage from January 1, 2021 through December 31, 2025. Board Member Pichon seconded the motion.

VOTE ON THE MOTION

AYES: Olson, Pichon, Kenyon, Seay, Mayer, Romaszewski,
NAYS: None

4. Consider recommending approval for Town Council consideration the naming of the park property located on the 1.1-acre tract located within the Tinley Park residential development.

Staff Presentation

Chuck Jennings – Director of Parks and Recreation

Board Presentation

Holly Royer – Place 10 Alternate

Board Deliberation

Board Member Pichon moved to approve for Town Council consideration the naming of the park property located on the 1.1-acre tract located within the Tinley Park residential development as Blue Blossom Preserve. Board Member Mayer seconded the motion.

VOTE ON THE MOTION

AYES: Romaszewski, Mayer, Seay, Kenyon, Pichon, Olson
NAYS: None

I. COORDINATION OF CALENDARS AND FUTURE AGENDAS/MEETINGS

- The next regular meeting is scheduled for January 7, 2021.

J. ADJOURNMENT

Vice Chair Kenyon made a motion to adjourn the meeting. Board Member Mayer seconded the motion.

Chair Thomason adjourned the Regular Meeting at 7:17pm.

TOWN OF FLOWER MOUND, TEXAS

Teresa Thomason, Chair

ATTEST:

Jade Olson, Administrative Assistant



PARKS BOARD MEETING AGENDA ITEM NO: 2

DATE: February 4, 2021

FROM: Mark Long, Assistant Director of Parks and Recreation

ITEM: Consider approval of a request from the Brigham Young University Dallas/Fort Worth Alumni Chapter to hold the Howdy 5k Fun Run at the Heritage Park of Flower Mound on Saturday, March 20, 2021.

BACKGROUND INFORMATION: Corrine Nelson, Chair of the Brigham Young University Dallas/Fort Worth Alumni Chapter (Alumni Chapter) is requesting approval from the Parks Board to hold their Howdy 5k Fun Run at the Heritage Park of Flower Mound on Saturday, March 20, from 7:00 a.m. to 10:00 a.m. This is the inaugural event for the Alumni Chapter and is similar in scope to previous requests from other organizations like the Founders Academy Color Fun Run. The Town has not received any negative feedback on fun runs fully contained within Heritage Park and the organization will follow all Town regulations.

The Alumni Chapter will work with the Town to secure all necessary permits prior to the event and provide the necessary liability insurance naming the Town as additional insured. The event organizers anticipate approximately 100 runners, will keep the course contained to Heritage Park, and will follow all Covid-19 safety protocols set by federal, state, and local authorities. Due to the anticipated size, the organization will be required to submit all necessary paperwork to the Town's Committee on Large Outdoor Gatherings for approval prior to the event.

The event is geared towards alumni and family members of BYU graduates, but is open to any interested individuals. The proposed cost is between \$15-\$20 per participant and includes the fun run, t-shirt, and light refreshments. The Alumni Chapter is also requesting permission to sell race t-shirts on the day of the event. The money raised will go into the Alumni Chapter's general fund and used specifically for scholarships for local students to attend one of the BYU campuses.

FISCAL IMPACT: \$90.00

The Town will receive revenue from the BYU Dallas/Fort Worth Alumni Chapter in accordance with the rental policy, which outlines pavilion rental fees.

LEGAL ISSUES: 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. Request from the BYU Dallas/Fort Worth Alumni Chapter

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

From: Corrine Nelson <corrine@nelsonjones.com>
Sent: Wednesday, January 20, 2021 3:09 PM
To: Mark Long <mark.long@flower-mound.com>
Subject: RE: 5k Race

Hi Mark,

Thank you for taking time to talk with me about our 5K race.

I am the alumni president of the Brigham Young University Dallas/Ft Worth Chapter. Each year we provide scholarships to students from our area who will attend one of the BYU universities. This 5K race would be a fundraiser with all the proceeds going to those scholarships. The cost of the race will be \$15 or \$20 depending on how much I can get the shirt for. This is a family event and we also want to have a little one mile fun run for the younger kids.

We would like to have the race on Saturday, March 27th at 8:00 AM at Heritage Park. I just called Anu but she didn't answer. I left a message to have her call me back.

I am happy to give you any other information you may need!

Corrine

From: Mark Long <mark.long@flower-mound.com>
Sent: Wednesday, January 20, 2021 2:39 PM
To: Corrine Nelson <corrine@nelsonjones.com>
Subject: 5k Race

Hi Corrine,

Your email was forwarded to me in regards to your desire to hold a 5k race in Flower mound. If you don't mind, please call me direct at 972-874-6341 and I'd be happy to walk you through the process.

Best Regards,

Mark

Mark Long, CPRP
Assistant Director of Parks and Recreation
Town of Flower Mound
P:972-874-6341
www.flower-mound.com/parks



Parks Board AGENDA ITEM NO. 3

DATE: February 4, 2021

FROM: Chuck Jennings, Director of Parks and Recreation

ITEM: **Review and discuss appointment of a Parks Board Committee whose charge is to make a recommendation regarding a name for the 13.11 acre park located within the Townlake Phase IV residential development.**

Background Information: The naming or renaming of Town parks is the responsibility of the Parks Board. The process for determination of a name for recommendation to the Town Council is specified in Town Ordinance Sec. 54-1. The 13.11-acre tract was dedicated to the Town in November of 2020. Per the Town's code of ordinances, names for new parks shall typically be established within 90 days from the date of land acquisition or at the earliest possible time. Therefore, it is appropriate for the Parks Board to begin the naming process.

The Chair of the Parks Board is responsible for appointing a committee that will be tasked with recommending naming options for the park. The Parks Board will review the committee's suggestions and recommend a name for Town Council approval. The naming committee can recommend the property be named after streets, geographical locations, ecological features, historical figures, events, concepts, local, state or national leaders, or in memoriam for public servants or residents who perished in the line of duty. Staff recommends the Chair appoint a maximum of three Parks Board members. A staff liaison will work with the committee and coordinate their meetings.

Fiscal Impact: N/A

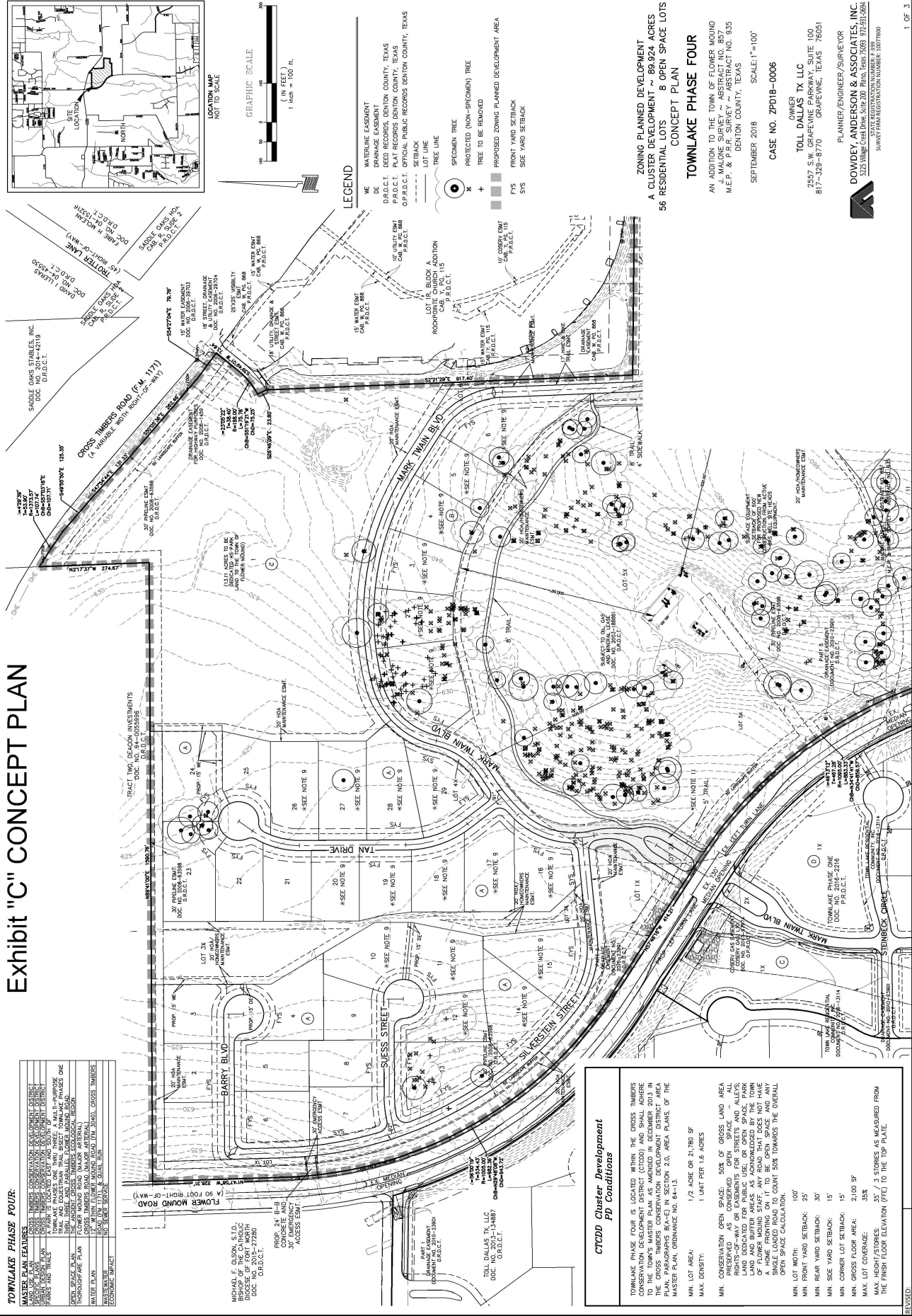
Legal Issues: N/A

Attachment:

1. Site Map of Development

Draft Motion: To appoint three members to a Parks Board committee whose charge is to make a recommendation regarding a name for the 13.11 acre park located within the Townlake Phase IV residential development.

Exhibit "C" CONCEPT PLAN





Parks Board AGENDA ITEM NO. 4

DATE: February 4, 2021

FROM: Chuck Jennings, Director of Parks and Recreation
Kari Biddix, Park Development Manager

ITEM: **Review and discuss options and cost estimates for the addition of parking spaces at Stone Creek Park.**

Background Information: Stone Creek Park is a 29.14 acre neighborhood park that was acquired through parkland dedication in 1986. The park includes over 14 acres of dense open space and several park amenities including: a nature themed playground, basketball court, practice soccer field, pavilion, picnic tables, and multipurpose trail. Due to its natural beauty, rock outcroppings, and an active creek flowing through the park, Stone Creek Park has become a hotspot for families looking for the perfect location to take photos. The popularity of the park for picture taking along with the other uses has created a parking issue especially during higher use times.

Residents of the subdivision surrounding the park started reaching out to the Town and Parks Board in October of 2020 asking that steps be taken to resolve the issue. Since October, Town staff have placed multiple signs along the right-of-way asking patrons to only park on the park side of the street. In addition, staff started notifying coaches and parents that reserve the practice soccer field to be respectful of the parking concerns and park accordingly. The Town also took to social media asking visitors to park along the park side of Fuqua Drive as recommended, and to utilize Princewood and Oakwood as alternate parking locations as they provide convenient access to the park. The plan is to push these out several times a year.

During the work session, the Park Development Manager will provide the Board with options to add parking and provide cost estimates. Staff will be looking for Board feedback and direction on whether to create a new park improvement project to be considered for inclusion in the Town's Five-Year CIP.

Fiscal Impact: N/A

Legal Issues: N/A

Attachment: N/A

Draft Motion: This item is for discussion purposes only.