



Town of Trophy Club

1 Trophy Wood Drive
Trophy Club, Texas 76262

Meeting Agenda

Parks and Recreation Board

Monday, October 15, 2018

7:00 PM

Council Chambers

CALL TO ORDER AND ANNOUNCE A QUORUM

CITIZEN PRESENTATIONS

Citizens are allowed four (4) minutes to address the Board regarding an item over which the Board has policy or oversight authority as provided by Texas law, the ethics order, or other policy order.

REGULAR SESSION

1. [2018-482-T](#) Consider and take appropriate action regarding the approval of the Parks and Recreation Board Minutes dated July 16, 2018.
Attachments: [Parks and Recreation Board July 16, 2018 minutes.pdf](#)
2. [2018-483-T](#) Discuss and provide update regarding projects at town parks.
3. [2018-495-T](#) Discuss and provide update regarding ongoing recreation programs/events.
4. [2018-496-T](#) Discuss and provide input on a potential park/trail head in Canterbury Hills.
Attachments: [Park Board Staff Report 10.15.18.pdf](#)
[2018-10-04-Canterbury Hills Park Existing Site Plan.pdf](#)
[2018-10-04-Canterbury Hills Park Site Plan.pdf](#)
5. [2018-497-T](#) Discuss and provide input on creating a Parks and Recreation scholarship application for Byron Nelson students.
Attachments: [Park Board Staff Report \(Scholarship\).pdf](#)

ADJOURN

***THE BOARD MAY CONVENE INTO EXECUTIVE SESSION TO DISCUSS POSTED ITEMS AS ALLOWED BY THE TEXAS OPEN MEETINGS ACT, TEXAS LOCAL GOVERNMENT CODE 551.071.**

Notice is hereby given that a quorum of the Town Council may be in attendance at this meeting.

CERTIFICATION

I certify that the above notice was posted on the bulletin board at Trophy Club Town Hall, 1 Trophy Wood Drive, Trophy Club, Texas, on Friday, October 12, 2018 by 5:00 P.M. in accordance with Chapter 551, Texas Government Code.

**Julie Smestad
Administrative Specialist**

If you plan to attend this public meeting and have a disability that requires special needs, please contact the Town Secretary's Office at 682-237-2900, 48 hours in advance and reasonable accommodations will be made to assist you.

I certify that the attached notice and agenda of items to be considered by this Board was removed by me from the bulletin board at Trophy Club Town Hall, 1 Trophy Wood Drive, Trophy Club, Texas, on the _____ day of _____, 2017.

_____, Title: _____

Legislation Details (With Text)

File #: 2018-482-T **Version:** 1 **Name:**
Type: Agenda Item **Status:** Regular Session
File created: 10/9/2018 **In control:** Parks and Recreation Board
On agenda: 10/15/2018 **Final action:**
Title: Consider and take appropriate action regarding the approval of the Parks and Recreation Board Minutes dated July 16, 2018.
Attachments: [Parks and Recreation Board July 16, 2018 minutes.pdf](#)

Date	Ver.	Action By	Action	Result
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Consider and take appropriate action regarding the approval of the Parks and Recreation Board Minutes dated July 16, 2018.



MINUTES OF A REGULAR PARKS & RECREATION BOARD
MEETING FOR THE TOWN OF TROPHY CLUB

LOCATION: 1 Trophy Wood Drive, TROPHY CLUB, TEXAS
Monday, July 16, 2018 7:00 P.M.

STATE OF TEXAS §

COUNTY OF DENTON §

The Parks & Recreation Board of the Town of Trophy Club, Texas, met in a Regular Session on Monday, July 16, 2018 at 7:00 p.m. The meeting was held within the boundaries of the Town and was open to the public.

PARKS AND RECREATION BOARD MEMBERS PRESENT

Tiffany Nimphius	Chairwoman
Mindi Bone	Vice Chair
Dean Murray	Secretary
Darin Davis	Board Member
Kim Farrell	Board Member
David Stout	Board Member
Alicia L. Fleury	Council Liaison

PARKS AND RECREATION BOARD MEMBERS ABSENT

Joel Morace	Board Member
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STAFF AND GUEST(S) PRESENT

Tony Jaramillo	Parks & Recreation Director
Brian TenEyck	Recreation Superintendent
Melinda Ciaglia	Recreation Coordinator

Call to order and announce a quorum.

Chairwoman Nimphius called the meeting to order at 7:00 p.m. noting a quorum was present.

CITIZEN PRESENTATIONS:

1. **Michelle Lunday**, 2810 Castlereach Street, spoke on behalf of Agenda Item No. 5, discuss and provide recommendation on replacing the large playground with a new accessible playground. Michelle Lunday expressed her appreciation for the accessible toddler playground at Harmony Park and due to her four and half year old son being in a wheel chair she would like to see a new and accessible playground added at Harmony Park. Michelle Lunday stated she met with Director Jaramillo and discussed potential options for a new playground that would be accessible to all.

REGULAR SESSION

1. **Consider and take appropriate action regarding the approval of the Parks and Recreation Board Minutes dated May 21, 2018.**

Board Member Farrell made a motion to approve the May 21, 2018 minutes. Vice Chair Bone seconded the motion. The motion passed unanimously.

2. Discuss and provide update regarding annual appointments and projects at Town Parks.

Chairwoman Nimphius stated that Board Member Farrell, Vice Chair Bone, Secretary Murray and Board Member Morace, appointments are up for renewal and the deadline to submit applications to the Town Secretary is July 31, 2018. Chairwoman Nimphius also announced that Council Member, Alicia L. Fleury is the new council liaison for the Parks and Recreation Board.

Director Jaramillo mentioned the concrete piers at the east pond near Chatswood Drive were removed last week by parks staff. Director Jaramillo explained the parks staff laid new sod at Fairway Village and that moving forward staff will be fertilizing and have a set water schedule to help maintain the specified area. Director Jaramillo stated the Town's insurance company has been notified about the storm damage to the tennis court fence posts and shade structure at Harmony Park.

Board Member Stout asked if the leaning juniper trees at Harmony Park were going to be replaced. Director Jaramillo replied the trees have been removed and mentioned with the installation of a new monument sign the trees will not be replaced.

3. Discuss and provide update regarding ongoing Recreation Programs/Events.

Bocce Ball/Kickball: Recreation Superintendent TenEyck mentioned the conclusion of the bocce ball and kickball spring seasons. Recreation Superintendent stated that for the first time the Town partnered with the City of Grapevine to hold a championship tournament.

Flag Football: Recreation Superintendent TenEyck explained staff is still looking at potential sites for the flag football league to be held this fall.

Trophy Club Park: Recreation Superintendent TenEyck informed staff is researching different options for ventek machines to track the resident versus nonresident usage at Trophy Club Park. Recreation Superintendent TenEyck stated Trophy Club Park generated \$14,000 in revenue last month and \$154,000 from July 2017 to date.

Community Pool: Recreation Superintendent TenEyck explained July is Parks and Recreation month and the pool will offer Story Time at the Pool, Karaoke Days and a Dive In Movie this month.

July 4th Celebration: Recreation Coordinator Ciaglia mentioned the conclusion of all 4th of July festivities. Recreation Coordinator Ciaglia informed there was just under 50 submissions for the Parade of Patriots, approximately 4,500 in attendance for the evening celebration and that over 500 resident wristbands were handed out as well as 167 nonresident wristbands.

Pet Fest: Recreation Coordinator Ciaglia stated Trophy Club's 2018 Pet Fest will take place on Saturday, September 8 from 9:00am-11:00am at Freedom Dog Park.

Community Night: Recreation Coordinator Ciaglia stated Trophy Club's 2018 Community Night will take place on Friday, September 28 at Harmony Park. Recreation Coordinator Ciaglia informed that the event will include food, vendors and a movie in the park.

Summer Adventure Camp: Recreation Coordinator Ciaglia explained the Summer Adventure Camp is currently in week 7 of the 10 week program and that all weeks except for the week of July 4 were booked at the 50 child max capacity.

4. Discuss and provide recommendation regarding changing the large shade structure color at Harmony Park and repainting the structure.

Director Jaramillo stated the large shade structure at Harmony Park is approximately 8-9 years old and that it was damaged from the storm that came through Town a few weeks back. Director Jaramillo explained that the parks staff removed the remains, TML was notified and an adjuster is working on the claim. Director Jaramillo stated there was no damage to the small shade structure.

Director Jaramillo explained in the past the Town Council gave direction on moving all playground structures to a neutral color. Director Jaramillo recommended changing the large shade structure fabric which is currently blue to tan and painting the metal portion of the structure to hunter green. Director Jaramillo also recommended installing a new shade structure at the pool and using the blue fabric from the small shade structure at Harmony Park; replace the small shade structure fabric at Harmony Park with a tan fabric and paint the metal portion of the structure hunter green so that both large and small structures will be neutral in color. Director Jaramillo explained this process would need to be recommended to the Town Council.

Motion:

Motion made by Vice Chair Bone, seconded by Board Member Farrell, to recommend changing the large shade structure fabric to tan and paint the metal portion of the structure hunter green. The motion passed unanimously.

Motion made by Secretary Murray, seconded by Board Member Stout, to recommend installing a new shade structure at the community pool and using the blue shade fabric from the small shade structure at Harmony Park. Then replace the fabric for the small shade structure at Harmony Park with tan fabric and paint the metal portion of the structure hunter green. The motion passed unanimously.

5. Discuss and provide recommendation on replacing the large playground with a new accessible playground.

Director Jaramillo explained the Turtle Town playground and the Jagger's Journey playground are both ADA approved and accessible for all children. Board Member Davis asked Citizen Lunday in her opinion which playground option would work best for children with special needs. Citizen Lunday responded that both are great options. Board Member Stout asked the width of the playground ramps and if children will be able to walk around a child in a wheelchair without interference. Director Jaramillo responded that he did not have the exact measurements but that the vendor did confirm all parts of the playground are ADA accessible and that a child in a wheel chair will be able to turn a complete 360 degrees at all platforms. Citizen Lunday expressed that the best part of an ADA accessible playground allows for all children to play together.

Motion:

Motion made by Board Member Stout, seconded by Vice Chair Bone, to recommend replacing the large playground at Harmony Park with Jagger's Journey. The motion passed unanimously.

6. Discuss and provide update on Trophy Club Masterplan Concept.

Chairwoman Nimphius announced the Trophy Club Park Sub Committee discussed realistic, flood potential, minimal maintenance updates that could be done to Trophy Club Park. Chairwoman Nimphius noted some of the updates discussed were a running track and multipurpose fields. Director Jaramillo stated that he and Recreation Superintendent TenEyck met with the USACE last week and that they do not want to allow any type of sports fields in the park; no organized sports play which also includes the running track. Director Jaramillo explained the USACE wants the activities at Trophy Club Park to be nature related: trail hiking, mountain biking, camping, etc. Chairwoman Nimphius recommended revisiting this topic at a later date to allow the Trophy Club Park Sub Committee to meet again and discuss potential updates focused around nature activities.

Motion:

Motion made by Board Member Farrell, seconded by Vice Chair Bone, to revisit agenda item 6 after the Trophy Club Park Sub Committee can meet again to discuss new potential updates to the masterplan concept. The motion passed unanimously.

Adjourn

Board Member Farrell made a motion to adjourn the meeting at 8:04p.m. Secretary Murray seconded the motion. The motion passed unanimously.

Dean Murray
Parks & Recreation Board Secretary

Town of Trophy Club

Monday, October 15, 2018
1 Trophy Wood Drive
Trophy Club, Texas 76262

Legislation Details (With Text)

File #: 2018-483-T **Version:** 1 **Name:**
Type: Agenda Item **Status:** Regular Session
File created: 10/9/2018 **In control:** Parks and Recreation Board
On agenda: 10/15/2018 **Final action:**
Title: Discuss and provide update regarding projects at town parks.
Attachments:

Date	Ver.	Action By	Action	Result
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Discuss and provide update regarding projects at town parks.

Legislation Details (With Text)

File #: 2018-495-T **Version:** 1 **Name:**
Type: Agenda Item **Status:** Regular Session
File created: 10/10/2018 **In control:** Parks and Recreation Board
On agenda: 10/15/2018 **Final action:**
Title: Discuss and provide update regarding ongoing recreation programs/events.
Attachments:

Date	Ver.	Action By	Action	Result
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Discuss and provide update regarding ongoing recreation programs/events.

Town of Trophy Club

Monday, October 15, 2018
4 Trophy Wood Drive
Trophy Club, Texas 76262

Legislation Details (With Text)

File #: 2018-496-T **Version:** 1 **Name:**

Type: Agenda Item **Status:** Regular Session

File created: 10/10/2018 **In control:** Parks and Recreation Board

On agenda: 10/15/2018 **Final action:**

Title: Discuss and provide input on a potential park/trail head in Canterbury Hills.

Attachments: [Park Board Staff Report 10.15.18.pdf](#)
[2018-10-04-Canterbury Hills Park Existing Site Plan.pdf](#)
[2018-10-04-Canterbury Hills Park Site Plan.pdf](#)

Date	Ver.	Action By	Action	Result
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Discuss and provide input on a potential park/trail head in Canterbury Hills.



1 Trophy Wood Drive, Trophy Club, TX 76262 | 682.237.2900 | info@trophyclub.org | trophyclub.org

To: Parks and Recreation Board

From: Tony Jaramillo, Director of Parks and Recreation

CC: Brain TenEyck, Recreation Superintendent
Melinda Ciaglia, Recreation Coordinator

Re: Potential future park/trail head in Canterbury Hills
Parks and Recreation Board Meeting, October 15, 2018

Agenda Item:

Discuss and provide input on a potential future park/trail head in Canterbury Hills lot 18 (T. Jaramillo).

Background and Explanation:

Lot 18 in Canterbury Hills is dedicated parkland and is 1.076 acres. Staff wishes to utilize this area for park and/or recreational purposes.

Financial Considerations:

Staff will research the possibility of applying for grants, fundraising and bond issuance with the primary intent to provide the land as a neighborhood park which will include a playground, open space with a pavilion

Legal Review:

Town Attorney confirmed lot 18 in Canterbury Hills is dedicated parkland.

Strategic Link:

Not applicable

Board/Commission/ or Committee Recommendation

Staff Recommendation

Staff recommends that the Park Board recommends to Council approval of a park in Canterbury Hills, Lot 18 and submitting to Council for further action.

Attachments:

- Two site plans of Canterbury Hills



teague nall & perkins

5237 N. Riverside Drive Suite 100

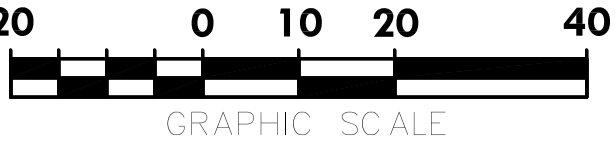
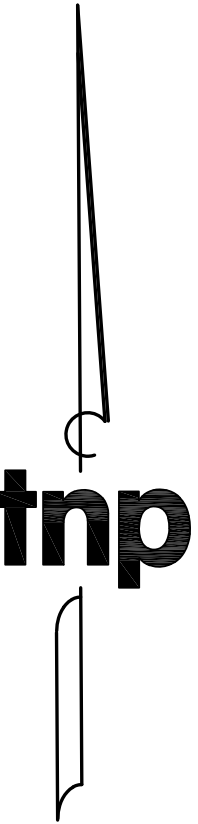
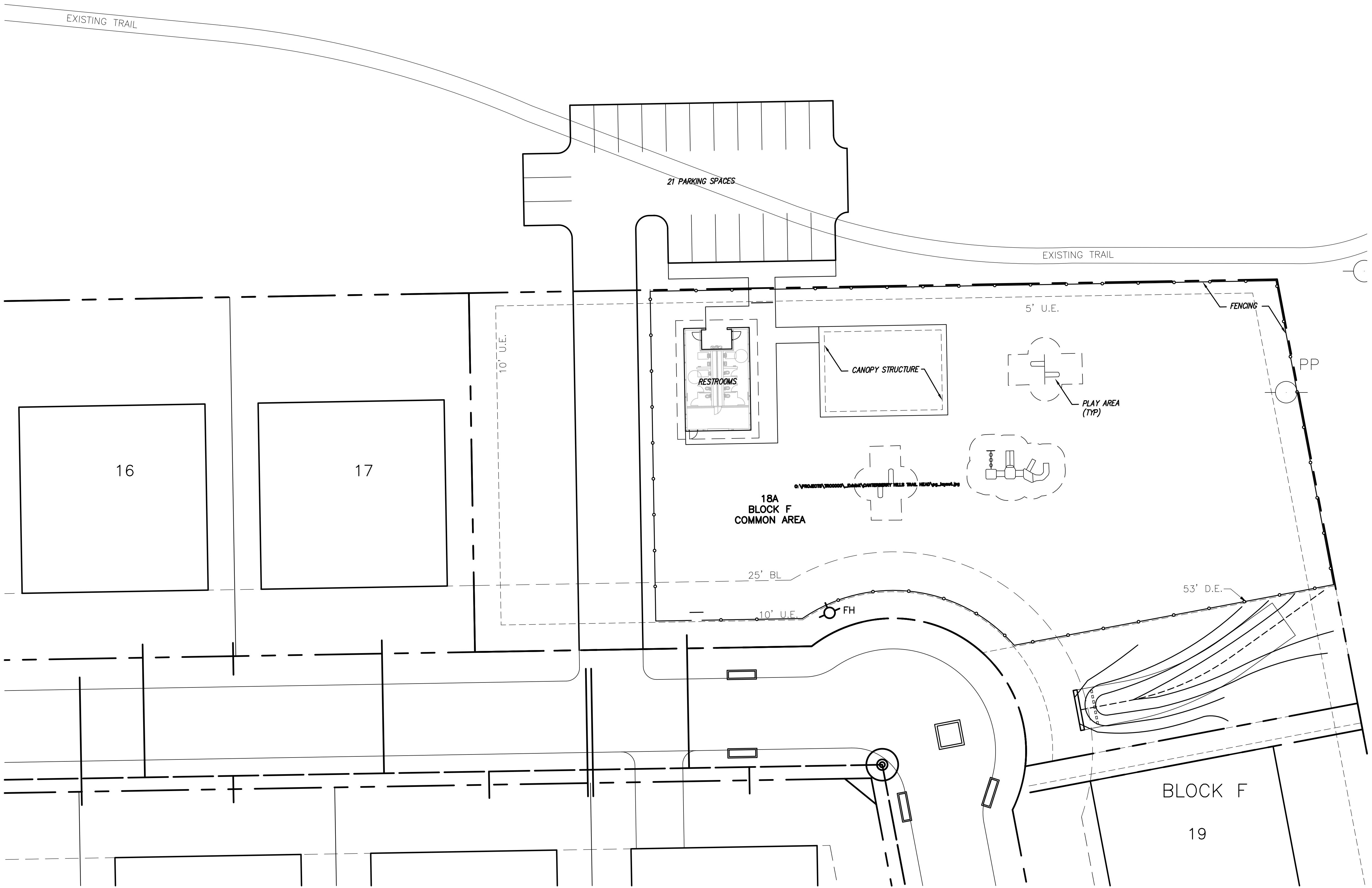
Fort Worth, Texas 76137

817.336.5773 ph 817.336.2813 fx

TBPE Registration No. F-230

www.tnpinc.com

**Canterbury Hills
Park
Town of Trophy Club**



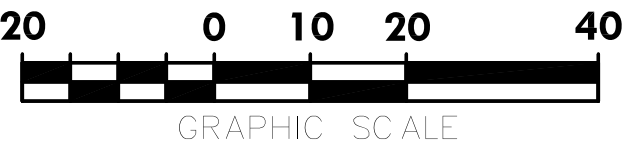
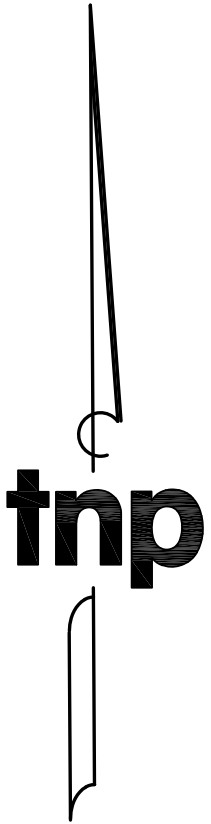
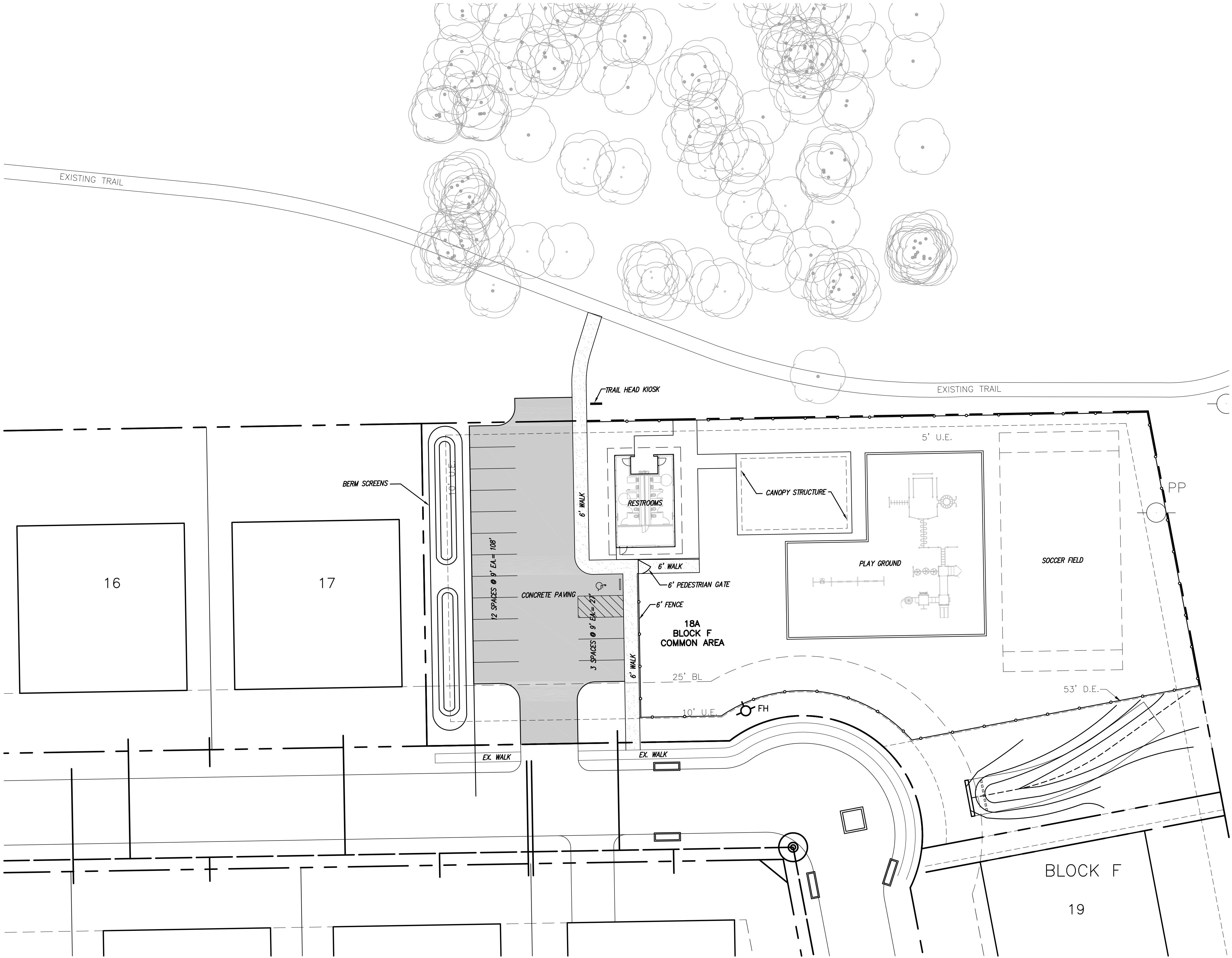
May 4, 2016 **1 of 1**
tnp project number tro 16006



teague nall & perkins

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TBPE Registration No. F-230
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**Canterbury Hills
Park
Town of Trophy Club**



October 4, 2018 **1 of 1**
tnp project number tro 18006

Legislation Details (With Text)

File #: 2018-497-T **Version:** 1 **Name:**
Type: Agenda Item **Status:** Regular Session
File created: 10/10/2018 **In control:** Parks and Recreation Board
On agenda: 10/15/2018 **Final action:**
Title: Discuss and provide input on creating a Parks and Recreation scholarship application for Byron Nelson students.
Attachments: [Park Board Staff Report \(Scholarship\).pdf](#)

Date	Ver.	Action By	Action	Result
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Discuss and provide input on creating a Parks and Recreation scholarship application for Byron Nelson students.



1 Trophy Wood Drive, Trophy Club, TX 76262 | 682.237.2900 | info@trophyclub.org | trophyclub.org

To: Parks and Recreation Board

From: Tony Jaramillo, Director of Parks and Recreation

CC: Brain TenEyck, Recreation Superintendent
Melinda Ciaglia, Recreation Coordinator

Re: Parks and Recreation scholarship for BNHS students
Parks and Recreation Board Meeting, October 15, 2018

Agenda Item:

Discuss and provide input on creating a Parks and Recreation Scholarship for seniors attending Byron Nelson High School (T. Jaramillo).

Background and Explanation:

Discuss the possibility of offering a scholarship to a high school senior at Byron Nelson High School; discuss various prerequisites in order for the student to be awarded the scholarship.

Financial Considerations:

The Parks and Recreation department would like to offer a \$1,500 scholarship to a senior at Byron Nelson High School accepted at a college or university. This would be a Park and Recreation expenditure of \$1,500 per year.

Legal Review:

Not applicable

Strategic Link:

Not applicable

Board/Commission/ or Committee Recommendation

Staff Recommendation

Staff recommends that the Park Board approves awarding the annual \$1,500 grant to a Byron Nelson High School student.

Attachments:

- Not applicable