



AGENDA
FLOWER MOUND PARKS BOARD
SPECIAL MEETING
JANUARY 9, 2020
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 SPECIAL 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. PUBLIC COMMENTS

To speak to The Parks Board during public comment, please fill out a [comment form](#).

- Turn in form by 6:40 p.m. to Administrative Assistant
- Speakers are limited to 3 minutes, a tone will sound at 30 seconds left and when time has expired
- Please state your name and address when speaking

The purpose of this item is to allow the public an opportunity to address the Parks Board on issues that are not indicated as a "Public Hearing" on this agenda. Issues regarding daily operational or administrative matters should first be dealt with by calling Parks & Recreation at 972-874-6300 during business hours.

E. PRESENTATIONS

- Christmas Parade Awards

F. DIRECTOR'S REPORT

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

G. 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 November 7, 2019.

H. REGULAR ITEMS

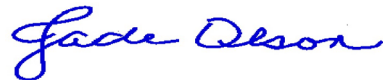
2. Consider approval of a request from the Flower Mound Women In Business (KMWIB) to hold a Spring Community Event at The Heritage Park of Flower Mound on Saturday, May 2, 2020.
3. Consider recommending approval for Town Council consideration for the sale and consumption of alcoholic beverages (beer and wine) at The Heritage Park of Flower Mound during the Flower Mound Women In Business Spring Community Event.
4. Consider approval of a rental request from Jayne Smith and Lisa Leymeister, with the National League of Junior Cotillions, to hold Cotillion classes at the Community Activity Center from September 2020 through January 2021.

I. COORDINATION OF CALENDARS AND FUTURE AGENDAS/MEETINGS

- The next regular meeting of the Parks Board is scheduled for February 6, 2020.

J. ADJOURN SPECIAL 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: January 6, 2020 at 5:00 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: January 9, 2020

FROM: Jade Olson, Administrative Assistant

ITEM: Consider approval of the minutes from a regular meeting of the Parks Board held on November 7, 2019.

BACKGROUND INFORMATION: The Parks Board held a regular meeting November 7, 2019.

BOARD REVIEW/CITIZEN FEEDBACK: N/A

ALTERNATIVES/OPTIONS: N/A

FISCAL IMPACT: N/A

LEGAL REVIEW: N/A

ATTACHMENTS:

1. Draft minutes from the November 7, 2019 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 7th DAY OF NOVEMBER 2019, 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
Rick Kenyon	Place 4 – Vice-Chair
Jodi Seay	Place 5
Mark Mayer	Place 6
Jennifer Romaszewski	Place 7
Andrew Cummings	Place 8 – Alternate
Scott Langley	Place 9 – Alternate
Holly Royer	Place 10 – Alternate

The following Board members were not in attendance:

Allen Pichon	Place 2
Teresa Thomason	Place 3 – Chair

The following members of Town Staff were in attendance:

Chuck Jennings	Director of Parks and Recreation
Michael Davenport	CAC Manager
Kari Biddix	Park Development Manager
John Habern	Parks, Trails & Landscape Specialist
Matt Chutchian	Athletic Supervisor
Jade Olson	Administrative Assistant

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

N/A

- E. PRESENTATIONS**

Matt Chutchian, Athletics Supervisor, introduced Mark Grommesh, GLASA President, to represent GLASA. The Board was updated with GLASA's operations in regards to youth soccer and adult soccer

- F. DIRECTOR'S REPORT**

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

- Asked the Board to RSVP for the Annual Boards and Commissions Banquet on November 19th.
- The Peters Colony Memorial Park Master Plan was approved by Town Council.
- The Council accepted a grant for 1.5 million for the Gibson Grant Log House.
- Fort Wildflower Playground will have volunteers repaint the art work.
- The 21st Annual Veteran's Day Ceremony was on November 3rd.
- Clayton Litton is out due to the flu.
- The medians and rights-of-way are being mulched.
- Greg Gauger is out because his foot hasn't healed properly and required an additional surgery.
- The TRAPS North Region Conference is tomorrow and 5 staff members will be attending to accept 2 awards. The awards are for the FM Wild Program and Chalk Art Festival.

Michael Davenport, CAC Manager, had the following announcements:

- Dorothy's Dash is Saturday, November 9th.
- The Christmas Parade and Tree Lighting Ceremony will be December 7th.
- The Senior Center will celebrate Veteran's Day November 8th.
- The Senior Center will have their Thanksgiving Luncheon on November 21st and 22nd.
- Weather permitting, all adult softball and kickball leagues will finish by mid-November.
- The final tennis session with Bad Dawg will finish December 7th.
- FMYSA will have their 15th Annual Toy Tournament at Bakersfield Park.
- GLASA will host a 2019 Fall Premier Cup at Chinn Chapel Soccer Complex.
- Registration for adult recreation and competitive basketball is ongoing though mid-November.
- Staff is taking registration for 1st fall softball tournament that will be held November 16th.
- 7 trees and 250 ornamental grasses were placed at the Twin Coves boat dock. Winter rates took effect November 1st.
- The Mayor has designated November as Arts Month in Flower Mound.

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

- The current CIP projects are, Canyon Falls Park, Rheudasil Park, Lakewood Park, Peters' Colony Memorial Park.
- Gerault Park will be the next playground replaced.

G. CONSENT AGENDA

- 1. Consider approval of minutes from a regular meeting of the Parks Board held on October 3, 2019.**

Board Deliberation

Board Member Seay moved to approve as presented in the agenda caption. Board Member Romaszewski seconded the motion.

VOTE ON THE MOTION

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

H. REGULAR ITEMS

2. **Public Hearing to consider approval of a recommendation to construct a basketball court at Lakewood Park to be funded by the Community Development Corporation in fiscal year 2019-2020 using 4B sales tax revenue.**

Staff Presentation

Kari Biddix – Park Development Manager

A presentation of a proposed basketball pad was provided to the Board.

The following individuals spoke in support for a basketball pad. *Names listed below don't necessarily reflect the order in which each person spoke, and all addresses are located in Flower Mound unless otherwise indicated.*

Harshi Ilani – 2661 Virginia Pkwy
Kavitha Karedla – 2661 Virginia Pkwy – donated her time to Harshi Ilani
Sid Ilani – 2661 Virginia Pkwy
Rajesh Asok – 2681 Virginia Pkwy
Neil Campbell – 713 Canongate Dr (spoke during Public Comments)
Andy Campbell – 713 Canongate Dr (spoke during Public Comments)
Shawn Huq – 2612 Bel Air Ln
Sahir Huq – 2612 Bel Air Ln
Appa Ponnam – 629 Heritage Ln
Sid Ponnam – 629 Heritage Ln
Kunal Shah – 2673 Virginia Pkwy – emailed a letter
Seetha Vempati – no address – emailed a letter
Meenakshi Umapathy – 2617 Virginia Pkwy – chose not to speak

The following individuals spoke in opposition for a basketball pad. *Names listed below don't necessarily reflect the order in which each person spoke, and all addresses are located in Flower Mound unless otherwise indicated.*

Michael Knapp – 2616 Stillwater Ct
Lisa Hafer – 2612 Stillwater Ct – donated her time to Michael Knapp
Rebekah Knapp – 2616 Stillwater Ct
Misti West – 2513 Stillwater Ct
Kaleigh West – 2513 Stillwater Ct
Scott Moisan – 821 Crestfield Dr
Christine Richter – 2604 Stillwater Ct
Brad West – 2513 Stillwater Ct – chose not to speak
Ravi Vellanki – 705 Crestfield Dr – chose not to speak
Steve Hafer – 2612 Stillwater Ct – emailed a letter
Amy Gamboa – 828 Glen Garry Dr – emailed a letter
Jim Darnell – 836 Glen Garry Dr – emailed a letter

Board Deliberation

Board Member Mayer moved to deny the construction of a basketball court at Lakewood Park. Board Member Cummings seconded the motion.

VOTE ON THE MOTION

AYES: Mayer, Kenyon, Cummings, Olson
NAYS: Romaszewski, Seay

3. **Public Hearing to consider recommending for Town Council consideration, Standards of Care for Youth Recreation Programs operated by the Town, in accordance with the Texas Human Resources Code – Section 42.041 and to adopt an ordinance providing for said Standards.**

Staff Presentation

Michael Davenport – CAC Manager

Board Deliberation

Board Member Mayer moved to approve as presented in the agenda caption. Board Member Cummings seconded the motion.

VOTE ON THE MOTION

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

4. **Consider recommending approval for Town Council consideration the sale and consumption of alcoholic beverages (beer and wine) at Bakersfield Park during the 2020 Independence Fest.**

Staff Presentation

Michael Davenport – CAC Manager

Board Deliberation

Board Member Seay moved to approve as presented in the agenda caption. Board Member Mayer seconded the motion.

VOTE ON THE MOTION

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

- I. **RECESS REGULAR MEETING**
- J. **CALL WORK SESSION TO ORDER**
- K. **WORK SESSION ITEMS**

5. Discussion and feedback related to the newly adopted Park Credit Ordinance for mixed-use developments.

Staff Presentation

John Habern – Parks, Trails & Landscape Specialist
JP Walton – Assistant to the Town Manager

L. ADJOURN – WORK SESSION

M. RECONVENE REGULAR MEETING

N. COORDINATION OF CALENDARS AND FUTURE AGENDAS/MEETINGS

- The next regular meeting is scheduled for December 5, 2019.

O. ADJOURNMENT

Board Member Cummings made a motion to adjourn the meeting. Board Member Olson seconded the motion.

Vice-Chair Kenyon adjourned the Regular Meeting at 9:52p.m.

TOWN OF FLOWER MOUND, TEXAS

Rick Kenyon, Vice Chair

ATTEST:

Jade Olson, Administrative Assistant



PARKS BOARD MEETING AGENDA ITEM NO: 2

DATE: January 9, 2020

FROM: Mark Long, Recreation Superintendent

ITEM: Consider approval of a request from the Flower Mound Women In Business (FMWIB) to hold a Spring Community Event at the Heritage Park of Flower Mound on Saturday, May 2, 2020.

BACKGROUND INFORMATION: Christi Beca and Amanda Bennett with the Flower Mound Women In Business (FMWIB) are requesting approval from the Parks Board to hold their inaugural Spring Community Event at The Heritage Park of Flower Mound on Saturday, May 2, 2020.

The Flower Mound Women In Business, which was founded in 2015, was created with one goal in mind; local women supporting local women. Ms. Beca, whom founded the organization, felt there was a great need in the community where women could come together both personally and professionally to develop a close network of women business leaders. FMWIB desires to provide a place where women can network, give and receive business services and provide funds for charitable organizations. There are approximately 3000 local women business members comprised of doctors, lawyers, teachers, entrepreneurs, CEO's, Realtors, bankers, direct sales individuals and many more associated with the organization.

The FMWIB has hosted an annual Holiday Spectacular at the Flower Mound Courtyard Marriott for the past four years. The event is billed as one of Flower Mound's largest Christmas shopping events, and proceeds benefit the Toys for Tots program. The FMWIB are proposing to offer a similar outdoor event in the springtime based on feedback from vendors and participants who have attended the Holiday Spectacular. The event would have several components: Arts and craft vendor booths, kid's zone with bounce houses, petting zoo, food trucks, beer garden, and live music. The event would be held on May 2, 2020 from 2:00 pm. – 9:00 p.m. The event would be geared towards families and open to the public. The money raised by this event would go into the organization's general fund and be used for local charitable endeavors.

The FMWIB 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. Other permits and fees may be necessary after the review process is completed. Staff estimates that the event could attract between 1000 - 2000 spectators to the park over the course of the event. The FMWIB understands they will need to secure offsite parking, shuttles, portable restrooms, and coordinate litter control for the event.

FISCAL IMPACT:

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

Projected Receipts/Collections: \$330.00

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 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. Proposed itinerary from the Flower Mound Women In Business

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

Hi Mark. Here is the run down for our event on May 2nd. Let me know if this is in line with what you are looking for or if anything needs to be changed. Also here is the background of FMWIB and why we do what we do. :)

Flower Mound Women in Business (FMWIB)- Founded in 2015 by top real estate agent, Christi Beca, started the local Facebook group with one goal in mind, women supporting women. Christi felt there was a need in the market where women could come together. All too often women are pit against each other in society, whether professionally or personally. This group is a place where women can come together, network, give and get advice, support each other and shop locally, and give back to the community that we live and serve, through service and charitable organizations. We currently have almost 3000 locally owned women business members comprised of doctors, lawyers, teachers, entrepreneurs, CEOs, Realtors, bankers, direct sales etc and we are growing daily. Currently we host FM largest Christmas event, our annual Holiday Spectacular benefitting Toys for Tots, located at the Marriott at the Riverwalk, with over 60 vendors, live Santa, music etc where we have thousands in attendance every December. We are looking to do a similar event outdoors for the spring. We appreciate the opportunity and support from our town.

Let us know how it goes. Thanks.

----- Forwarded message -----

From: **Amanda Bennett** <bennettamanda2@gmail.com>

Date: Fri, Jan 3, 2020 at 6:34 AM

Subject: Spring Event 5/2/20 Schedule/layout

To: christi beca <christibeca@gmail.com>

Let me know if this is what you were thinking or if you want me to adjust anything. Thanks.

FMWIB Spring Event 5/2/20 Heritage Park in Flower Mound Tx

The below schedule is suggested in the way the afternoon will be laid out and may have adjustments during the preparations of this event. We will coordinate with the appropriate parties to advise and discuss any major adjustments made during planning process.

***12:00 – 2:00 Set up- vendors (space per vendor will be 10ft x10ft)**

***75-100 vendors in attendance see placement on attached document**

***1:00 – 2:00 Food Trucks and Porta's setup**

***2:00 Spring event starts and open to the public**

***4:00- Beer and Wine Tent open**

***4:00- Band set up 2 bands from 5 - 9pm TBD**

***5:00/5:30 – 6:00/6:30 Music entertainment #1 plays**

***6:30 - 7:30 Music entertainment #2 set up**

***7:00 – 8:00 Vendors and food trucks take down and pack up**

***7:30 – 9:00 Music entertainment #2 plays**

***9:00 Take down**



PARKS BOARD MEETING AGENDA ITEM NO: 3

DATE: January 9, 2020

FROM: Mark Long, Recreation Superintendent

ITEM: Consider recommending approval for Town Council consideration for the sale and consumption of alcoholic beverages (beer and wine) at the Heritage Park of Flower Mound during the Flower Mound Women In Business Spring Community Event.

BACKGROUND INFORMATION: As a part of their Spring Community Event, the Flower Mound Women In Business (FMWIB) is requesting approval from the Town to sell and consume alcohol at the event. If approved, FMWIB will be required to fence in a section of the event area so that beer and wine can be sold and consumed in a controlled environment. There will be manned gates for entrance and exit into the area to ensure no alcohol is brought into or taken out of the area. The FMWIB will be hiring a Texas Alcohol & Beverage Commission (TABC) licensed server to provide the beverages. The FMWIB 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 FMWIB 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.

The request to receive approval from the Parks Board for the sale of alcohol is not uncommon. In 2015, the Flower Mound Rotary Club requested, and received approval from the Parks Board to sell and consume alcohol during their Neon 5k and community festival. Staff also requests on an annual basis Parks Board approval for the sale and consumption of alcohol at the Town's Annual Independence Fest. To date, there have been no issues related to the sale and consumption of alcohol in Town parks.

FISCAL IMPACT: N/A

LEGAL ISSUES: The sale of beer or wine on park property requires Parks 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 Parks Board and with approval of the Town Council.

ATTACHMENTS: N/A

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



PARKS BOARD MEETING AGENDA ITEM NO: 4

DATE: January 9, 2020

FROM: Michael Davenport, Community Activity Center Manager

ITEM: Consider approval of a rental request from Jayne Smith and Lisa Leymeister, with the National League of Junior Cotillions, to hold Cotillion classes at the Community Activity Center from September 2020 through January, 2021.

BACKGROUND INFORMATION: The CAC is a revenue generating facility. The facility is designed with the ability to rent out classroom space to local organizations to assist the Town in reaching its revenue goals. The workshops would occur on a space available basis and would not interfere or affect current classes or programs. Payment of fees owed to the Town will be covered through the CAC rental policy and permit process.

The National League of Junior Cotillions is a national organization based out of Charlotte, North Carolina. The organization provides training to middle school students on social skills, formal etiquette, and basic ballroom dance. Their mission is to teach young students to learn to treat others with honor, dignity, and respect for better relationships with family and friends.

The local chapter offers five, one and a half-hour classes that meet once a month from September through January. The yearly fee for participation in this program is \$395-425. Classes will include equal numbers of boys and girls in grades 6-8. Class size is limited and students are enrolled on a first come, first served basis.

A Certificate of Liability Insurance from the National League of Junior Cotillions, listing the Town as additional insured, will be required if the Park Board approves this request.

FISCAL IMPACT: \$3,082.50

The Town will receive revenue from National League of Junior Cotillions in accordance with the rental policy which outlines CAC rental and staff 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. Email request from the Flower Mound Junior Cotillion organization

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

As per your request, we are writing to request the use of the CAC facility again next year for our Flower Mound Jr. Cotillion students.

The National League of Junior Cotillions is a national organization based out of Charlotte, North Carolina. We provide training to middle school students in social skills, formal etiquette and basic ballroom dance. Our mission is to teach young students to learn to treat others with honor, dignity, and respect for better relationships with family and friends.

Our classes include equal numbers of boys and girls in grades 6-8. We are open to all students that wish to join. Our class size is limited and students are enrolled on a first come first served basis.

We offer five 1 1/2 hour classes that meet once a month from September thru January. We also provide our Year II students a formal instructional dinner at the Marriott Courtyard & Towneplace Suites. The final event of the year is a Black Tie Ball at the Texas Motor Speedway. The yearly fee for participation in this program is \$395-\$425.

A few years ago, our Flower Mound parents requested we move our classes to the city of Flower Mound and were thrilled when we were able to rent the CAC.

We have thoroughly enjoyed working with the staff and would like to continue our association for 2020. The rooms were rented for \$600 per day which is in line with our other facility rentals in Southlake and Lantana.

We have provided the CAC with proof of insurance which they have already received for 2019 and 2020.

Thank you for this opportunity to work with the CAC and the youth of Flower Mound.

Regards,

Lisa Leymeister, Director Jr. Cotillion

Jayne Smith, Director Jr. Cotillion