



**AGENDA**  
**FLOWER MOUND PARKS BOARD**  
**REGULAR MEETING**  
**MAY 2, 2019**

**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](http://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. 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 Secretary
- 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. DIRECTOR'S REPORT**

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

**F. 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 the minutes from a regular meeting of the Parks Board held on April 4, 2019.

**G. REGULAR ITEMS**

2. Consider approval of a request from Humane Tomorrow to hold Fido Fest at Heritage Park.
3. Consider approval of a policy outlining the rules, regulations, and fees related to the use of the Heritage Park disc golf course.

**H. RECESS REGULAR MEETING**

**I. CALL WORK SESSION TO ORDER**

**J. WORK SESSION ITEMS**

4. Review and discuss a schematic update for Rheudasil Park.
5. Presentation and discussion regarding the Flower Mound Board and Commission Input Process, to include an exchange of ideas and discussion on parks related initiatives for the Town Council to consider for the next fiscal year strategic plan.

**K. ADJOURN – WORK SESSION**


**L. RECONVENE REGULAR MEETING**

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

- The next regular meeting of the Parks Board is scheduled for June 6, 2019.

**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: April 29, 2019 at 5:00 P.M. at least 72 hours prior to the scheduled time of said meeting.



**Jade Olson, 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 Jade Olson, Administrative Secretary at (972) 874-6425.



## PARK BOARD AGENDA ITEM NO. 1

### CONSENT ITEM

---

**DATE:** May 2, 2019

**FROM:** Jade Olson, Administrative Secretary

**ITEM:** Consider approval of the minutes from a regular meeting of the Parks Board held on April 4, 2019.

---

**BACKGROUND INFORMATION:** The Parks Board held a regular meeting April 4, 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 April 4, 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 4<sup>th</sup> DAY OF APRIL 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:

Gloria Jones	Place 1 – Chair
Allen Pichon	Place 2
Teresa Thomason	Place 3 – Vice Chair
Mark Mayer	Place 6
Andrew Cummings	Place 8 – Alternate
Jennifer Romaszewski	Place 9 – Alternate
Dale Olson	Place 10 – Alternate

The following Board members were not in attendance:

Rick Kenyon	Place 4
Jodi Seay	Place 5
Ike Winfield	Place 7

The following members of Town Staff were in attendance:

Chuck Jennings	Director of Parks and Recreation
Mark Long	Recreation Superintendent
Tommy Dalton	Assistant Town Manager
JP Walton	Assistant to the Town Manager
Clayton Litton	Parks Superintendent
Kari Biddix	Park Development Manager
John Habern	Park, Trails and Landscape Specialist
Jade Olson	Administrative Secretary

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

Robbie Cox, 3001 Wood Trail, requested the board consider how we build facilities in the future that would help draw and attract other communities to come and enjoy the Town of Flower Mound.

- E. DIRECTOR'S REPORT**

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

- Heritage Park Phase 4 Ribbon Cutting Ceremony was March 30, 2019. It had an amazing turn out and he thanked the Board Members and staff that attended the event.

- Phase I of the Gibson Grant Log House is under design.
- Irrigation has been installed at Cortadera Park, Stone Creek Park, and Bluebonnet Park practice fields.
- Weeds were sprayed along FM 1171.
- 800 yards of playground safety surface material has been ordered for various playgrounds.
- All athletic leagues and sport complexes are active.
- Magnolia Fisheries will be placing bass at Rheudasil Park Pond. Fishing will not be allowed until the Kid Fish event on June 1.
- A Citizens Academy event was held March 23.

**Mark Long, Recreation Superintendent** gave an update on:

- The Adventures Guide has been mailed to residents.
- Twin Coves will have an open house on April 6.
- The 36<sup>th</sup> Annual Easter Egg Scramble will take place Saturday, April 13 at Jake's Hilltop Park.
- Upcoming Recreation events were announced.
- The Caveman Triathlon will be held Sunday morning, April 7.
- There will be new program called Flower Mound Wild that will feature outdoor education in regards to animals and plants.
- Seniors In Motion will celebrate the 14<sup>th</sup> anniversary.
- There were 52 teams at the Disc Golf tournament.

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

- The current CIP projects are Bella Lago Master Plan, Canyon Falls Park, and Rheudasil Park.
- The Pink Evening Primrose Trail Segment 1 is complete. The contractor is addressing a few minor punch list items.
- Cortadera Park improvements are currently under construction.
- Stone Creek Park playground has been completed.
- Thrush Park (West) playground will be the next playground under construction.

**F. CONSENT AGENDA**

1. **Consider approval of minutes from a regular meeting of the Parks Board held on March 7, 2018.**

**Board Deliberation**

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

**VOTE ON THE MOTION**

**AYES:** Pichon, Olson, Romaszewski, Thomason, Mayer, Cummings  
**NAYS:** None

---

**G. REGULAR ITEMS**

**2. Public Hearing to consider recommendation of a conceptual master plan for Bella Lago Park to the Town Council.**

Board Member Allen Pichon officially recused himself for item 2.

**Staff Presentation**

Chuck Jennings – Director of Parks and Recreation

**MHS Planning & Design**

Hunter Rush

Arthur Fagundes

The following individuals spoke in support of the plan presented by the consultant for the Bella Lago Park Master Plan, or had questions/comments related to the item: *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.*

John Cashman – 2101 Lake Lugano  
Debbie McMann – 5401 Lake Windermere  
Janet Takacs – 2101 Beachview Dr  
Jim Musil – 2205 Paradise Ln  
Elaine Takacs – 2101 Beachview Dr  
John Ratliff – 2101 Beachview Dr  
Kathy Schmitt – 5104 Peaceful Cove  
Mel Stockwell – 2105 Paradise Ln  
Katie Mayer – 3612 Burlington Dr  
Mellany Lamb – 5109 Prince Edward Ct  
Michael Benedetto – 5200 Coral Springs  
Subha Dhesikan – 2200 Beachview Dr  
Jim Sherman – 2100 Beachview Dr  
Patty Sherman – 2100 Beachview Dr  
Dana Smith – 5428 Lake Victoria Ct  
Sandra Benedetto – 5200 Coral Springs  
Casey McCluskey – 1905 Walden Ct  
Nancy Dietrich – 5405 Lake Victoria Ct  
Steve Easley – 2208 Bella Lago Dr  
Cindy Easley – 2208 Bella Lago Dr

**Board Deliberation**

Board member Mayer moved to approve as presented in the agenda caption. Vice Chair Thomason seconded the motion.

**VOTE ON THE MOTION**

**AYES:** Cummings, Mayer, Thomason, Romaszewski, Olson

**NAYS:** None

- 
3. **Consider recommending to Town Council credit for park improvements for Magnolia Court residential development generally located north of Spinks Rd and west of Gerault Rd.**

**Staff Presentation**

John Habern – Park, Trails and Landscape Specialist

Adrienne Boutwell, 1029 Spinks Ct, voiced her support for the trail connection at Bella Strada.

**Land Design**

Heth Kendrick

**Board Deliberation**

Board member Mayer moved to recommend to Town Council credit for park improvements in the amount not to exceed \$138,226.33. Board member Romaszewski seconded the motion.

**VOTE ON THE MOTION**

**AYES:** Pichon, Olson, Romaszewski, Thomason, Mayer, Cummings

**NAYS:** None

**H. RECESS REGULAR MEETING**

**I. CALL WORK SESSION TO ORDER**

**J. WORK SESSION ITEMS**

4. **Presentation and discussion of an ordinance amending Chapter 90 of the Town's Land Development Regulation (LDR19-0003 – Park Credit Option), adding minimum park land dedication requirements for multi-family and senior housing uses; clarifying park development fee requirements; providing options for privately maintained and publicly accessible parks and open space; clarifying park land dedication and park development fee requirement for the (MU) mixed use district and (PD) planned development district and deleting existing provisions in conflict therewith.**

**Staff Presentation**

Tommy Dalton – Assistant Town Manager

**K. ADJOURN – WORK SESSION**

**L. RECONVENE REGULAR MEETING**

5. **Consider approval of a recommendation of park projects to be funded by the Community Development Corporation in fiscal year 2019-2020 using 4B sales tax revenue, and incorporate park projects for FY 2021-2024 into the Town's Five Year Capital Improvement Projects list.**

---

**Staff Presentation**

Chuck Jennings – Director of Parks and Recreation

**Board Deliberation**

Board member Pichon moved to approve as presented in the agenda caption. Board Member Olson seconded the motion.

**VOTE ON THE MOTION**

**AYES:** Cummings, Mayer, Thomason, Romaszewski, Olson, Pichon

**NAYS:** None

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

- The next Parks Board Special Meeting is scheduled for May 2, 2019.

**N. ADJOURNMENT**

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

Chair Gloria Jones adjourned the Regular Meeting at 9:48p.m.

**TOWN OF FLOWER MOUND, TEXAS**

**ATTEST:**

\_\_\_\_\_  
Gloria Jones, Chair

\_\_\_\_\_  
Jade Olson, Administrative Secretary






## Parks Board AGENDA ITEM NO. 2

---

**DATE:** May 2, 2019

**FROM:** Chuck Jennings, Parks and Recreation Director 

**ITEM:** **Consider approval of a request from Humane Tomorrow to hold Fido Fest at Heritage Park.**

---

**Background Information:** Humane Tomorrow formerly known as the Flower Mound Humane Society is requesting permission from the Parks Board to hold Fido Fest on Saturday, September 28, 2019, at Heritage Park.

Fido Fest will be a full day of activities and games for dogs and their owners. Event objectives include:

- Raise awareness about the problems of homeless dogs and cats and how it affects our community today.
- Fundraising to cover the needs for rescued dogs and cats brought into our program, such as medical treatment and food.
- Create a venue where dog owners can enjoy a day with their canine companions.

The past ten Fido Fest events were held at Westchester Park and all the events were an overwhelming success for the organizers. The previous Fido Fest event was unanimously approved by the Parks Board on July 13, 2017.

The Humane Tomorrow is a non-profit 501(c)3, all volunteer organization. They have been serving the Flower Mound community since 1997.

**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:** \$120.00

**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



## **Parks Board AGENDA ITEM NO. 2**

(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 Humane Tomorrow listing the Town as additional insured will be required if the Parks Board approves this request.

**Attachments:**

1. Request letter and proposed schedule from Humane Tomorrow
2. Tentative Event Schedule

**Draft Motion:** Move to approve as presented in the agenda caption.



# HUMANE TOMORROW

Respect • Responsibility • Compassion

April 5, 2019

Chuck Jennings  
Flower Mound Parks and Recreation

Mr. Jennings,

Humane Tomorrow (formerly Humane Society of Flower Mound) would like permission to hold our annual Fido Fest fundraiser on Saturday, September 28, 2019, from 10-1pm (excluding set up/breakdown time) at Heritage Park in Flower Mound. In case of rain, we would like to request Saturday, October 19, as a backup date if possible.

Since 1997, Humane Tomorrow has given hope to thousands of homeless, abused, and unwanted animals in Flower Mound and the surrounding communities by providing spay/neuter programs, adoption opportunities, and education to the public about animal welfare. As an all-volunteer, 501c3 organization, we rely heavily on contributions and support from individuals, companies, organizations, and grants.

There will be three main areas of activity at the event: a DJ area (no physical stage set up); a demonstration area for Frisbee dogs, K9 Officer, Search-and-Rescue demonstrations, etc.; and a booth/concessions area where we will provide animal-related arts and crafts, education, and an opportunity for animal-loving local businesses to set up tables to interact with the community. We would also like to discuss the opportunity to have a few food trucks at the event.

The pre-event dog walk will take place on the existing trails and sidewalks and at no time will it impede traffic. "Pooper scoopers" will be on hand both on the walk and at the event to ensure clean-up and make sure the park is in the same condition that it was prior to the event.

All registered participants in the event are expected to provide proof of rabies vaccination and keep their dogs on leash at all times. The exception to this would be dogs involved in the demonstrations who are used to performing off-leash in public.

If you have questions, please feel free to contact me at 407-451-8005 or email [fidofest@humanetomorrow.org](mailto:fidofest@humanetomorrow.org). Thank you for your time.

Sincerely,

Christa Coffey  
Fido Fest Coordinator

## **Fido Fest 2019 - Tentative Event Day Schedule**

Fido Fest is a day of activities and fun for dogs and their owners. There will be a 1 mile dog walk through the trails of Heritage Park. We will have activities, games, and contests for dogs and their owners. We will also have demonstrations of activities that dogs and their owners can get involved in together such as agility, Frisbee and obedience, as well as visits from professional working dogs.

The day's events will be largely educational. We will be inviting Flower Mound Animal Services to conduct on-site pet registration, to encourage local citizens to register their animals in compliance with local licensing laws, as well as Keep Flower Mound Beautiful and various other community organizations, to table at the event. Humane Tomorrow will have booths that focus on our low-cost spay/neuter program, animals we have available in our program, education, volunteer opportunities, and membership information. Other local animal-oriented groups will be on hand to provide information and education about the many ways in which pets touch our lives.

As Fido Fest is a major fundraising opportunity, we will also invite local dog-loving businesses to sponsor booths.

### **Event Objectives:**

1. To raise awareness about the problems of homeless dogs and cats and how it affects our community today.
2. To raise funds to cover the needs, such as medical treatment and food, of rescued dogs and cats brought into our program.
3. To create a venue where dog owners can enjoy a day, with or without their canine companions.

Anticipated Attendance: 400+ walkers, spectators, and browsers  
Date: Saturday, 9/28/19

### **Anticipated Schedule:**

8:00 Vendor & Information Booths Set up  
9:00 Dog walk registration, T-Shirt, bandana & goodie bag pick-up  
10:00 Dog walk begins and booths open  
11:00 Demonstrations begin (15 minute increments: K9 dog, Search One demo, Agility & Frisbee demos)  
12:00 Contests begin (Best owner/dog look alike contest, stupid pet tricks contest, best dressed, etc.)  
12:30 Grand prize raffle drawings  
1:00 Event ends & clean up begins

### **Cost to public:**

Admission to Fido Fest is free, although there will be a charge for some activities, including the Walk and professional dog photos.

\$25 Early Walk Sign Up Fee  
\$30 Day of Walk Sign Up Fee  
\$1 Raffle/Activity tickets  
Free General Admission



## PARKS BOARD MEETING AGENDA ITEM NO: 3

---

**DATE:** May 2, 2019

**FROM:** Mark Long, Recreation Superintendent

**ITEM:** **Consider approval of a policy outlining the rules, regulations, and fees related to the use of the Heritage Park disc golf course.**

---

**Background Information:** On Saturday, March 30, the Town of Flower Mound officially opened Heritage Park Phase IV. As part of the phase IV construction, a disc golf course was built throughout 25 acres of the park. The disc golf course consists of 18 scenic holes and offers disc golfers a wide range of tree-lined fairways, meandering creek beds, water hazards, rock outcroppings and terrain that offers dramatic elevation changes. The course is designed for intermediate and advanced players, but can also be enjoyed by the beginner. The course has become a favorite among DFW disc golfers.

Since the opening of the course in late March 2019, there has been a high demand for daily use. The Town has been approached by multiple groups requesting permission to host tournaments on the course. With this being the first 18-hole disc golf course in town, there are currently no policies as it relates to rental fees. The Town is requesting approval from the Parks Board to set policy that would govern fees and rental rules and regulations allowing staff the ability to rent the course to organizations for tournament play. A permit application will be required, and depending on the scope of a tournament, a special use permit through the Environmental Services Division would need to be obtained. Applicants will also need to provide liability insurance naming the Town as additional insured.

The disc golf course rental policy is similar to those approved by the Parks Board that address pavilion, tennis court, and sports field rentals. The policy addresses items such as cancellations, inclement weather, refunds, and rules and regulations.

**FISCAL IMPACT:** \$600 - 1,000 to the Town annually for tournament rentals

**LEGAL REVIEW:** N/A

**ATTACHMENTS:**

1. Disc golf rental policy

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



**Town of Flower Mound  
Parks and Recreation Department  
1200 Gerault Rd.  
Flower Mound, TX 75028  
972.874.6300**

## **DISC GOLF COURSE RENTAL POLICY**

(Effective May 2, 2019, as approved by the Parks Board)

### **Purpose**

This policy is intended to assist the user when applying for a rental permit for exclusive use of the Town's disc golf course for tournaments. It describes specific rules and regulations governing the use of disc golf courses.

### **General Information**

All disc golf course rentals must be made in person at the Parks and Recreation administrative office located in the Community Activity Center (1200 Gerault Rd). No telephone, e-mail, or fax rentals will be taken. Rentals are accepted during business days (M-F) and hours (8:00 a.m. - 5:00 p.m.) as described in this policy. **Fees are required.** Payments will be charged in full upon approval of the permit application. Failure to pay appropriate fees and/or complete required paperwork will result in denial of the request. Disc golf course rentals are only available to groups and/or organizations wishing to host a tournament. Representative from group and/or organization must be at least 18 years of age or older to reserve the disc golf course. Proper identification is required to determine age. Groups and/or organizations reserving the disc golf course must comply with all applicable rules, regulations, Town ordinances, policies, and procedures. Failure to comply may result in denial of any subsequent use of the disc golf course.

Rental applications can be made up to twelve (12) months in advance and must be submitted no later than forty-five (45) days prior to the tournament start date. Submittal of a rental application does not automatically grant a permit or confirmation of use. All applications will be processed on a first come, first serve basis. It is the responsibility of the applicant to submit any amendments and/or revisions for approval to the original rental application in writing, seven (7) days before tournament date. The Parks and Recreation Department reserves the right to deny or reject rental requests.

The frequency of two (2) tournaments on the same disc golf course must be at least 90 days apart unless permission is granted by the Director of Parks and Recreation or his/her designee. This policy does not apply to Town organized or Town sponsored tournaments.

Group and/or organization may be required to apply for a special use permit through the Town's Environmental Services Division. This will be determined by the Director of

Parks and Recreation or his/her designee based on the scope, size, and site plan of the tournament.

### **Cancelation and Refund Policy**

The Town of Flower Mound Reserves the right to cancel or postpone any activities due to weather, unsafe playing conditions, or any other reason that might endanger the safety of the players or public.

- Cancellations must be made in writing and submitted to the Parks and Recreation Department during normal business hours.
- If cancellation is received sixty (60) days or more prior to the scheduled tournament date, applicant will receive a full refund minus a \$35.00 processing fee.
- All cancellations received with less than thirty (30) days-notice will not be entitled to a refund for the rental fee. Deposit will be refunded in full.
- No refunds will be granted within thirty (30) days of event unless the cancellation of the tournament is a decision made by the Parks and Recreation Department due to severe weather conditions or course playability.
- Rescheduling in lieu of a refund is permitted based upon the availability of time slots. In order to be considered for approval, the tournament must be rescheduled no later than fourteen (14) days after the date of the original scheduled tournament. Failure to submit a request for a refund or to reschedule in the timeframe noted forfeits the opportunity for a refund or rescheduling in lieu of a refund.

### **Rental Fees**

Checks, cash, and credit cards are acceptable methods of payment. Please make checks payable to the Town of Flower Mound.

- Rental fee for tournaments  
One (1) Day Tournament: \$200.00  
Two (2) Day Tournament: \$360.00  
Tournament Deposit: \$200.00
- Tournament rentals will be limited to a maximum of six (6) hours per day and will receive exclusive use of the disc golf course (if requested). Applicant will work with the Parks and Recreation Department to determine tournament hours.
- Groups and/or Organizations must submit a Certificate of Liability Insurance for commercial general liability insurance, which provides bodily injury and property damage coverage at limits not less than \$1,000,000 combined single limit per occurrence. The Town of Flower Mound shall be named as an additional insured on the certificate, listing the date(s) and location of the tournament.

- A Non-Sufficient Funds fee of \$25 will be assessed for any returned check to the Town of Flower Mound.

### **Rules and Regulations**

All permitted events, participants and guests, vendors and exhibitors shall abide by all Town rules, regulations, and ordinances. Permits can be terminated immediately at the discretion of local law enforcement authorities and/or the Town of Flower Mound Parks and Recreation Department, if the terms of the application are misrepresented, violated, or when public safety is threatened. Cancellation of the permit for cause will result in forfeiture of all fees and deposits.

- Hours – Disc golf course use should not extend outside the hours of the approved rental request. No rentals will be allowed to continue thirty (30) minutes after sunset.
- Closed Course - It shall be unlawful for any person to go on the course that has been designated a “Closed Course” and has been posted, unless for the purpose of course maintenance.
- Intended Use - It shall be unlawful for any person to use the disc golf course for any activity other than its intended use except as authorized in writing by the Director of Parks and Recreation or his/her designee.
- Alcoholic Beverages - It shall be unlawful to possess alcoholic beverages in any portion of a public park.
- Glass Containers - It shall be unlawful to possess glass beverage containers in any portion of a public park.
- Animal Control - It shall be unlawful for any person to bring any animal into any public park that is not under the immediate control of the person by means of a leash or rope no longer than six feet.
- Smoking – Smoking is prohibited in all public parks.
- Activity Disruption - It shall be unlawful for any individual or group to prevent, disrupt, interfere with or obstruct in any manner any authorized, permissible and/or organized activities, programs or uses in any public park.
- Refuse/Litter - It shall be unlawful to leave garbage, cans, paper or other refuse in a public park anywhere other than in the receptacles provided.
- Motor Vehicle Operation - It shall be unlawful for any person to operate a motor vehicle in, on, upon, over, across, and/or through any public park.



- Parking of Motor Vehicles - It shall be unlawful for any person to leave, stand or park any motor vehicle in any area not designated for such purpose. If designated parking areas do not exist and if not prohibited by appropriate signage, motor vehicles shall be parked on street, adjacent to the curb, or, if there is not a curb, adjacent to the edge of the roadway, whether improved or unimproved.
- Overnight Camping and Parking - It shall be unlawful for any person to camp, to park a vehicle or to place camping equipment overnight in any public park.
- Parking Obstruction - It shall be unlawful for any person to leave, stand or park any motor vehicle in any public park, or on or along any street, in or adjacent to a public park in such a manner as to block, obstruct or otherwise render inaccessible or unusable a vehicle entryway or exit or traffic circulation lane. The Town shall be authorized to have such vehicle removed at the owners' expense.
- Weapons Possession - It shall be unlawful for any person other than a federal, state or local law enforcement officer or agent, to possess a loaded or unloaded firearm, (excluding handguns as authorized by the state concealed handgun statute), ammunition, bow and arrow, cross bow and arrows, any other type of loaded or unloaded projectile firing devices, in any public park.
- Damage/Defacement – It shall be unlawful to damage or deface any trees, plants, turf, structure, fence, bench, table, apparatus, or paved surface or other area.
- Damage Assessment - Any person convicted of damaging or defacing any improvements, equipment, structures, or authorized materials in any public park, regardless of whether such items are the property of the Town or of an individual or entity, or convicted of removing such items from any public park, shall be required to pay damage fees to include the cost of materials and labor for repair or replacement.
- Unauthorized Trespass - It shall be unlawful to enter any portion of a public park posted as “CLOSED – DO NOT ENTER \$50 - \$500 Penalty for Violation” unless approved in writing by the Director of Parks and Recreation or his/her designee.
- Failure to Comply - Failure to comply with park rules and regulations may cause the cancellation of the rental and possible denial of the use of the disc golf course in the future. Some rules and regulations carry misdemeanor penalties for violations and, upon conviction, shall be fined as provided in section 1-13 of the Town of Flower Mound Code of Ordinances.
- For complete list of prohibited acts, please refer to the Town's Code of Ordinance 54-72.



## Parks Board AGENDA ITEM #5

---

**DATE:** May 2, 2019

**FROM:** JP Walton, Assistant to the Town Manager

**WORK SESSION ITEM:** **Presentation and discussion regarding the Flower Mound Board and Commission Input Process, to include an exchange of ideas and discussion on parks related initiatives for the Town Council to consider for the next fiscal year strategic plan.**

---

**Background Information:** The next Council Strategic Planning Session (SPS) is anticipated to occur this June, therefore, the process of soliciting input from the various boards and commissions has begun in accordance with the Flower Mound Board and Commission Input Process, implemented by the Town in October of 2014 (attached).

The purpose of this work session is to refresh the Parks Board on the input process, and to narrow down and clarify any parks related initiatives for the Town Council to review and consider during its SPS. Below are a variety of topics that may be discussed, but does not require the Board to discuss each topic listed. Discussion may include parks and recreation goals, objectives, and programs, the parks and recreation planning process, the promotion of parks and recreation participation, the recruitment of volunteers, parks and recreation policies, the services and programs provided or sponsored by the department, the promotion of the benefits of Parks and Recreation Services' facilities, programs, and activities, and any additional parks and recreation related strategic planning topics.

Due to the range of possible topics under the purview of the Board, staff may not have information readily available at the work session to supplement every discussion or to immediately respond to every question. Certain topics may require further research before being forwarded to the Council for consideration.

Additionally, some topics may be introduced which are beyond the purview of the Board. Those topics will be forwarded to the appropriate department/board for comment prior to being forwarded to the Council. The Board will be provided the response in a summary document.

**Fiscal Impact:** N/A

**Legal Issues:** N/A

**Attachments:**

1. Board Input Process

**Draft Motion:** This item is for discussion purposes only.



It is vital to the Town's strategic planning and communication efforts to solicit Board and Commission ("Board") input on various programs and initiatives. It is equally important that the various programs and initiatives created, reviewed, recommended, and acted on by the Town's Boards are consistent with Town Council goals and strategic planning efforts. Ensuring consistency provides for the most effective use of the Boards' and Town's collective resources. Communication of this input over the past several years has occurred numerous ways. The purpose of this document is to facilitate an input communication plan, providing guidelines to collect input in a consistent manner from the Town's various Boards.

The focus of this document is the timing by which Boards should provide input to the Town Council in order for the Council to provide feedback or direction on any given topic. Generally, the timing should occur prior to the Council's late winter/early spring Strategic Planning Session (SPS). However, timing may change depending on the circumstance.

Unique circumstances are inevitable. This document cannot account for every situation that may necessitate board input or action. However, it does cover four different scenarios. The first is providing typical feedback prior to the SPS, the second is providing input on a special project, the third is providing input during a joint work session with the Town Council, and the fourth is providing feedback on an initiative that does not fall under the three stated above.

#### Scenario 1 – Typical Feedback

---

Some Boards are accustomed to providing input during a work session discussion each winter. These work sessions are broadcasted live and available for online streaming which is recommended for transparency. These are akin to "brainstorming" sessions where ideas are exchanged and forwarded to the Town Manager by the Board liaison. The information is then provided to the Town Council during the following SPS.

In this scenario, the staff liaisons are informed of the SPS date ahead of time in order to prepare the Board for a work session discussion on any initiatives it would like direction or feedback.

#### Scenario 2 – Special Project

---

A few Boards have been part of this scenario, and an example is a development project. If the project is large and unique, several work sessions have been conducted to gain board feedback and comments on the project. The Boards typically involved include the Planning and Zoning Commission (P&Z), the Parks, Arts, and Library Services Board (PALS), the Transportation Commission (TRC), and the Environmental Conservation Commission (ECC).

In this scenario, the large project, or initiative is handled on a case-by-case basis, and the appropriate Boards are requested to conduct a work session to provide feedback during or shortly following the work session.



### Scenario 3 – Joint Work Session

---

Several Boards (P&Z, PALS, ECC, and TRC) have conducted a joint work session with the Town Council to discuss ongoing or potential major projects. These work sessions are typically called by the Town Council on an as needed basis.

In this scenario, the appropriate Board is invited to a joint work session with the Town Council and help set the agenda. Typically, the Board liaison works with the Town Secretary to draft the agenda.

### Scenario 4 – Other

---

A Board may wish to pursue an initiative during a given year. It is important the Board has clear direction from the Town Council, the initiative's goals are agreed on, and the initiative is in line with the Town Council's goals and strategic plan.

In this scenario, the Board would discuss the initiative during a regular meeting or work session. The Board liaison would provide details to the Town Manager who then forwards to the Town Council. The Council may also discuss the initiative during a regular meeting or work session where the staff liaison and/or Board members are invited to attend. The Council may also choose to conduct a joint work session with the Board.

Below are the Town Boards this process would impact:

1. Animal Services Board
2. Environmental Conservation Commission
3. Parks Board
4. Planning and Zoning Commission
5. SMARTGrowth Commission
6. Transportation Commission