



MINUTES

**PARKS AND RECREATION ADVISORY BOARD
WORK SESSION
CITY OF HIGHLAND VILLAGE, TEXAS
MONDAY, MAY 21, 2018 at 6 P.M.
ROBERT AND LEE DUVALL CENTER
948B HIGHLAND VILLAGE ROAD
HIGHLAND VILLAGE, TEXAS**

1. Review the role of the Parks and Recreation Advisory Board.

Parks and Recreation Director Phil Lozano opened the meeting. Parks and Recreation Board members Dave Rush, Bill Irwin, Gary Patz, Ken Koonsman and Janet Gershenfeld were in attendance for the Work Session. Director Lozano talked about the powers and duties of the Board as they are spelled out in the City Ordinances. Director Lozano spoke about the importance of not only attending the meetings, but being an Ambassador to the community for Parks, Recreation and Special Events. The goal is to have a healthy park system and an active more visible Parks and Recreation Advisory Board. The Board's photographs are now being displayed in The Robert and Lee DuVall Center and Shirts with the City logo will be provided for the Board to wear at special events and while conducting surveys in Parks.

2. Review Open Meetings Act and Guidelines.

The Board was provided a copy of the Texas Open Meetings Act made easy. Administrative Assistant Terry Golden reviewed a few important rules with the Board. A more comprehensive review will be provided by the City Secretary's office and the City Attorney.

3. Assignment of Parks.

The Board was tasked with surveying the parks and park patrons.

4. T-Shirt ideas for Park Board.

Polo Shirts, visors and caps with the City logo will be ordered for the Parks and Recreation Board members. The shirts and caps will make the Board more visible to the community while attending special events and surveying parks and park facilities.

5. Discuss Park Board attendance at Special Events.


Director Phil Lozano discussed with the Board the importance of the Parks and Recreation Board having a presence at Special Events. The yearly calendar of Special Events was provided to the Board.

6. Recreation Events and Park Project Update.

Director Lozano provided the Board with the following updates:

- Copperas Branch Park – Remediation
- Christmas at the Ranch
- Celebrate Highland Village

The work session adjourned at 8:45 p.m.



Dave Rush, Chairperson

ATTEST:

Terry Golden, Administrative Assistant