



## MINUTES

**PARKS AND RECREATION ADVISORY BOARD  
REGULAR MEETING and WORK SESSION  
CITY OF HIGHLAND VILLAGE, TEXAS  
MONDAY, APRIL 19, 2021, at 6:00 p.m.  
HIGHLAND VILLAGE MUNICIPAL COMPLEX  
COUNCIL CHAMBERS  
1000 HIGHLAND VILLAGE ROAD, HIGHLAND VILLAGE, TEXAS**

*Pursuant to Governor Greg Abbott's temporary suspension of various provisions of the Texas Open Meetings Act and in an effort to protect the health and safety of the public, the public will not be allowed to attend the Parks and Recreation Advisory Board meeting in person. Members of the public may view the Parks and Recreation Advisory Board meeting live at no cost via the following Internet link: <https://www.highlandvillage.org/922/Highland-Village-Television>*

*Any person wishing to provide comments on any matter to be considered on this agenda should email such comments to the Parks and Recreation Administrative Assistant [tgolden@highlandvillage.org](mailto:tgolden@highlandvillage.org) by 1:00 p.m. on Monday, April 19, 2021*

- 1. Call to Order & Roll Call for Parks and Recreation Advisory Board.**
- 2. Approve Minutes from the Work Session of the Parks and Recreation Advisory Board held March 15, 2021**

Mr. Koonsman motioned to approve the minutes of the Work Session held on March 15, 2021.

Mr. O'Brey seconded the motion.

Approved 5-0

- 3. Approve Minutes from the Regular Meeting of the Parks and Recreation Advisory Board held March 15, 2021**

Mr. Irwin motioned to approve the minutes of the Parks and Recreation Advisory Board Meeting held on March 15, 2021.

Mr. O'Brey seconded the motion

Approved 5-0

- 4. Presentation of the Pilot Knoll Cabin Feasibility Study.**

Parks and Recreation Director Phil Lozano introduced Brad Moulton of la terra Studio. Mr. Moulton has been working on the feasibility study over the last few months. Mr. Moulton presented framework for cabins at Pilot Knoll. This included:

- Introduction
- Pilot Knoll Park Location and Existing Conditions

- Site Analysis
- Project Need
- Campground Trends
- Analysis of Cabin Options
- Concept Plan
- Cost Opinion

Cabin Options include Standard Camp Cabins, Yurts and Canvas Tents, Tree House, Shipping Containers

The concept plan includes pods of 6-8 cabins, trail connecting Day use area to RV Park, Update the Entry with New Guard House, Bypass Lane, Day use parking for trail head, landscaping, signage and a common area.

- 5. Discussion on Future Agenda Items (A Board member may inquire about a subject of which notice has not been given. A statement of specific factual information or the recitation of existing policy may be given. Any deliberation shall be limited to a proposal to place the subject on an agenda for a subsequent meeting.)**

**Next Meeting is scheduled for May 17, 2021.**

- 6. Adjournment of Regular Meeting**

**Adjourned at 6:45 p.m.**

Parks and Recreation Department Vision – A department that is a leader in improving the quality of life by providing safe and attractive parks, trails, facilities, and recreational opportunities.

Parks and Recreation Department Mission – Within the budgetary means of the department, we pledge to establish recreation programs and a park system for our citizens that provides them with a source of pleasure and opportunity for healthy activity, promotes economic development, minimizes demands on valuable City resources, and instills pride in those who provide and utilize our facilities and services.



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WORK SESSION**

**Will Convene Immediately following the Regular Meeting**

### **1. Discuss CIP Capital Forecasting**

The Board has been given a spread sheet that list projects. Parks and Recreation Director Phil Lozano asked the Board to prioritize the Capital Improvement Projects for the next several years. Bond issuances will be 2023, 2025, 2028. The goal is to keep each bond issuance around 5 million dollars for Parks and Recreation.

Mr. Lozano spoke to the Board regarding Doubletree Ranch Splash Pad surfacing. The surfacing is a reoccurring maintenance issue. The surfacing needs to be replaced every 3 to 10 years. Life expectancy of the poly soft system which is the current surface is 5 years. Surfacing replacement cost is approximately \$230,000. Director Lozano presented the opportunity to possibly repurpose part of the splash pad to a toddler area. This would lessen the maintenance cost of the splash pad. Mr. Irwin and Mr. Koonsman suggested that it was too early to decide this, stating the City should keep the current configuration. Mr. Fenderson asked if there was an opportunity to add more water embellishments. Mr. O'Brey mentioned a product named Flexscape might be an option for the splash pad.

Mr. Heerman stated that this exercise is intended to identify the priorities for Capital Improvement. Mr. Heerman stated this has been left purposely vague in order to get another viewpoint. He encouraged the board to write down their thought process when making these decisions. Mr. Lozano stated that the lens of the Park Board is a very important voice for the Parks and Recreation Department and the Parks system.

The Board asked many general questions regarding projects on the list. The Board was asked to work on the spreadsheet at home and be prepared at the next meeting to discuss as group.

### **2. Adjournment**

**9:00 p.m.**