



MINUTES

**PARKS AND RECREATION ADVISORY BOARD
REGULAR MEETING and WORK SESSION
CITY OF HIGHLAND VILLAGE, TEXAS
MONDAY, OCTOBER 18, 2021, at 6:00 p.m.
HIGHLAND VILLAGE MUNICIPAL COMPLEX
COUNCIL CHAMBERS
1000 HIGHLAND VILLAGE ROAD, HIGHLAND VILLAGE, TEXAS**

1. Call to Order & Roll Call for Parks and Recreation Advisory Board.

Parks and Recreation Director Phil Lozano called the meeting to order.

Roll Call

Present:	Janet Gershenfeld	Place 2
	Kenneth Koonsman	Place 5
	Bill Irwin	Place 1
	Mitch O'Brey	Place 3
	Kathleen Wells	Alternate, Place 1
	Kevin Cox	Alternate, Place 2
Absent:	Kevan Fenderson	Place 4
Staff Members:	Phil Lozano	Parks and Recreation Director
	Ken Heerman	Assistant City Manager
	Fince' Espinoza	Deputy Director
	Terry Golden	Administrative Assistant

2. Recognize Gary Patz for service to the Parks and Recreation Advisory Board.

Director Lozano thanked Gary Patz for his service to the Parks and Recreation Advisory Board. Gary Patz served on the board as an alternate starting in October of 2014, he was moved up to a regular member in October of 2015. Mr. Patz ended his tenure in September of 2021 – totaling seven years of service.

3. Recognize Volunteer Groups for their Service to the City of Highland Village.

Director Lozano recognized all the volunteer groups that have provided service to the City over the course of the last 2 years. The groups that were recognized were:

Valley Creek Church - Hunter Nall, and the members of Valley Creek Church for helping out with the Kids Kastle build and several beautification projects in our parks system.

The Church of Jesus Christ of Latter-Day Saints - Kira Karchaske, for helping out with the Kids Kastle build.

Highland Village Democrats Group – Stacy Campbell, for helping out with a cleanup day at Pilot Knoll Park.

David Weekly Homes - Heather Ganson, for helping out with the landscape at the Fire Station and Municipal Complex - related to the winter storm damage that happened this past winter.

Denton County Masters Gardner's – Mary Morris and Diane Almand – our own Janet Gershenfeld is a member of – for helping keep the butterfly gardens looking great all year round and helping staff with plant material selection for the beds.

HV Residents Trish and Eric Cooper - for helping with our events from CHV and Koffee & Kolaches at the Dog Park.

Young Men's Service League – Amy Eppinette VP in The YMSL organization – all the mom's and sons for helping out with the Tri-Town Amazing Race, Easter Drive-Thru, and CATR events.

Cub Scout Pack 163 – Gina Kohn, for helping out with Litter Pick up at Unity Park and Kids Kastle.

MainStreet Mowing – Tanner Maxson, for Donating and planting Zoysia sod at Kids Kastle – this helped with an erosion issues that affected the Kids Kastle Playground.

Two groups that could not make it and will be honored at a later date for their volunteer work are Hatch LTK – Dee Legget, a HV resident and Marcus AFJROTC – Major Szucs and the cadets.

4. Conduct Election of Parks and Recreation Advisory Board Chairperson.

Mr. Irwin nominated Janet Gershenfeld as the Chairperson of the Parks and Recreation Advisory Board.

Kevin Cox seconded the nomination.

Approved 5-0

5. Conduct Election of Parks and Recreation Advisory Board Vice Chairperson.

Mr. Irwin nominated Kevan Fenderson as Vice Chairperson of the Parks and Recreation Advisory Board.

Mr. Koonsman seconded the nomination.

Approved 5-0

6. Visitors' Comments. *(Anyone wishing to address the Parks and Recreation Advisory board must complete a Speaker's Request form and return it to the Administrative Assistant. In accordance with the Texas Open Meetings Act, the Parks and Recreation Advisory Board is restricted in discussing or taking action on items not posted on the agenda. Action on your statement can only be taken at a future meeting. In order to expedite the flow of business and to provide all visitors the opportunity to speak, the Chairperson may impose a three (3) minute limitation on any person addressing the Board.)*

No Visitor Comments.

7. Approve Minutes of the Regular Meeting of the Parks and Recreation Advisory Board held on August 16, 2021.

Mr. Irwin motioned to approve the minutes of the Regular Meeting of the Parks and Recreation Advisory Board held on August 16, 2021.

Mr. O'Brey seconded the motion.

Approved 5-0

8. Receive Budget Update including: Cabins, Bond Program, Supplemental and The Comprehensive Master Plan.

Director Lozano stated the Parks and Recreation Advisory Board is not tasked with the City Budget. Mr. Lozano updated the Board on items that have been approved with the FY 21/22 annual budget. Supplemental Items include: Earth Works Lightning System, Unity Tennis Court Resurfacing, FM2499 Plant Material Replacement, DRP Barn HVAC. Copperas Branch Corp Park supplemental budget include: Asphalt Crack Sealant, Flex Base vendor parking, Boat ramp signage and gangway raising, electrical upgrades for events, asphalt repair around restrooms and Flex base parking under I-35 for events.

4B supplementals include: Doubletree Ranch Park – water softener, split rail fence replacement, sealing of the Pergola, lightning detection system, landscape replacement and irrigation and lighting for the PFC Aaron Hudson Memorial Bridge. Mr. Lozano stated \$400,000 remain unused from the 2018 Bond Proceeds. Remaining Bond Proceeds will be used for the DRP Splash pad surface replacement, food truck slips with electrical, Splash Pad Y strainer and HVTC fencing and wind screen.

Director Lozano explained the City has two opportunities for Bond Issuance. FY2022 and FY2027. FY2022 Bonds will be issued to fund the following:

HV Tennis Center Improvements

HVTC LED lighting upgrades and Musco Controls

Pilot Knoll (PK) Improvements

PK campground restroom improvements

PK Shelter upgrades, roofs, ADA

PK gate house replacement

Boat ramp/dock improvement, ADA

Kayak/watercraft launch

PK Cabins (16)

Unity Park Improvements

Tennis Court resurfacing

Gabion retainage baskets

Lighted basketball courts

Baseball backstop/fence

Dog Park – Install synthetic grass

Field renovation/irrigation

Various Park Improvements

Sellmeyer tennis parking

Sellmeyer Playground replacement

Brazos athletic field renovations

Sellmeyer tennis fencing and wind screen
Lions Club parking lot
Village Park fishing pier

9. Receive Project and Special Event Update.

Director Lozano reported the Concert Series was awesome, the last concert was linked to National Night Out. Mr. Lozano stated that Sgt. Oliver was recognized at the event.

Amazing Race will be held November 20th.

Wine Down with the Grinch – December 10th
Christmas at the Ranch – December 11th

10. Approve the Cancellation of the Parks and Recreation Advisory Board Meetings Scheduled for December 20, 2021 and January 17, 2022.

Mr. Irwin motioned to approve the cancellation of the Parks and Recreation Advisory Board Meetings scheduled for December 20, 2021 and January 17, 2022.

Mr. O'Brey seconded the motion.

Approved 5-0

11. 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 November 15, 2021.

12. Adjournment of Regular Meeting.

7:07 p.m.