



MINUTES

**PARKS AND RECREATION ADVISORY BOARD
REGULAR MEETING
CITY OF HIGHLAND VILLAGE, TEXAS
MONDAY, MAY 16, 2022 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.

Roll Call

Present:	Janet Gershenfeld	Chair, Place 2
	Mitch O'Brey	Place 3
	Bill Irwin	Place 1
	Ken Koonsman	Place 5
	Kathleen Wells	Alternate 1
	Hogan Heathington	Alternate 2
Absent:	Kevan Fenderson	vice Chair, Place 4
Staff Members:	Phil Lozano	Parks and Recreation Director
	Andra Foreman	Recreation Manager
	Debbie Scott	Recreation Co
	Terry Golden	Administrative Assistant

- 2. 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)*

3. Approve Minutes of the Regular Meeting of the Parks and Recreation Advisory Board held on May 18, 2022.

Mr. Irwin motioned to approve the minutes of the Regular Meeting.

Mr. O'Brey seconded the motion.

Approved 5-0

4. Receive update on Doubletree Ranch Park Spring/Summer event.

Ms. Scott presented options for a spring/summer event at the Doubletree Ranch Park. Options include: Murder mystery night, Family Feud and Trivia night. The Board agreed on a more cost prohibited event.

Options would have to be budgeted for and would not take place until FY22-23.

5. Receive Special Events Update.

Movie in the Park is this Saturday (May 21st) at Doubletree Ranch Park.

Celebrate Highland Village is Saturday June 11th.

6. Discuss and Recommend Amending the City’s Master Fee Schedule by Amending and Adding Certain Parks and Recreation Fees. (Item moved to 7)

Director Lozano presented the Board with background information on fees and charges, including the fee ordinance. The presentation provided the Board with current fees and staff’s recommended changes. The proposed changes were provided to the Board using the benchmark cities for comparison.

After discussion the Parks and Recreation Board suggested the following fees.

Annual Park Pass Fees

	Proposed by Staff	PARB Proposed
Per Car/Day Use	\$ 20.00	\$ 15.00
Resident	\$ 50.00	\$ 40.00
Non Resident	\$100.00	\$100.00
Senior Resident	\$ 30.00	\$ 25.00
½ year Resident	\$ 25.00	\$ 25.00
½ year Senior Rate	\$ 15.00	\$ 15.00

Facility Fees

	Proposed by Staff Res/Non Res	PARB Proposed Res/Non Res
Doubletree Rm 101	\$50.00/\$75.00	\$65.00/\$90.00
Doubletree Rm 102	No Change \$30.00/\$60.00	No Change \$30.00/\$60.00
Doubletree Pavilion	No Changes Res \$100/\$200 Half/Full Day Non Res \$200/\$400 Half/Full Day	No Changes Res \$100/\$200 Half/Full Day Non Res \$200/\$400 Half/Full Day
DuVall Center Rm 119	\$50.00/\$75.00	\$55.00/\$75.00
DuVall Center Rm 117	No Change \$30.00/\$60.00	No Change \$30.00/\$60.00

7. Receive City of Highland Village Lewisville Lake Emergency Plan. (Item moved to 6)

Acting Chief Jason Collier informed the Parks and Recreation advisory board Highland Village relies on the City of Lewisville to respond to emergencies on Lake Lewisville. Highland Village has some rescue equipment for shore rescues and will not go further than waist deep. Sherriff Department and Coast Guard auxiliary also patrols Lake Lewisville on major holiday weekends.

8. 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.)

Mr. Koonsman asked about opening the Splash pad, Director Lozano informed the board that every effort is being made to open the splash pad this season.

Next Meeting is scheduled for June 20, 2022.

9. Adjournment

8:00 p.m.