



A G E N D A

**PARKS AND RECREATION ADVISORY BOARD
REGULAR MEETING
CITY OF HIGHLAND VILLAGE, TEXAS
MONDAY, FEBRUARY 20, 2023 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.**
- 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. Parks and Recreation Advisory Board Reports on Items of Community Interest pursuant to Texas Government Code Section 551.0415 the Park Board may report on the following items: (1) expression of thanks, congratulations or condolences; (2) information about holiday schedules; (3) recognition of individuals; (4) reminders about upcoming Park Board events; (5) information about community events; and (6) announcements involving imminent threat to public health and safety**
- 4. Approve Minutes from the Regular Meeting of the Parks and Recreation Advisory Board held on October 17, 2022.**
- 5. Approve Minutes from the Special Called Meeting of the Parks and Recreation Advisory Board held on November 7, 2022.**
- 6. Discuss and Provide a Recommendation to City Council Pursuing a Lease agreement for Peninsula Park and the shoreline areas between Lakeside Community Park and Pilot Knoll Park with the Corp of Engineers.**
- 7. Receive update of the Comprehensive Master Plan.**
- 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.)**

Next Meeting Scheduled for March 20, 2023

- 9. Adjournment of Regular Meeting.**

I HEREBY CERTIFY THAT THIS NOTICE OF MEETING WAS POSTED ON THE PUBLIC BULLETIN BOARD AT THE MUNICIPAL COMPLEX, 1000 HIGHLAND VILLAGE ROAD, HIGHLAND VILLAGE, TEXAS IN ACCORDANCE WITH THE *TEXAS GOVERNMENT CODE, CHAPTER 551*, ON THE 17th day of February, 2023 before 5:00 p.m.

Terry Golden
Parks Administrative Assistant

This facility is wheelchair accessible and accessible parking spaces are available. Requests for accommodations or interpretive services must be made 48 hours prior to this meeting. Please contact the City Secretary's Office at (972) 899-5132 or Fax (972) 317-0237 for additional information.

Removed from posting on the _____ day of _____, 2023, at ____: ____

By _____

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.



MINUTES

**PARKS AND RECREATION ADVISORY BOARD
REGULAR MEETING
CITY OF HIGHLAND VILLAGE, TEXAS
MONDAY, OCTOBER 17, 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:	Bill Irwin	Place 1
	Mitch O'Brey	Place 3
	Hogan Heathington	Place 2
	Kathleen Wells	Alternate 1
	Tyler Gump	Alternate 2
Absent:	Kevan Fenderson	Place 4
Staff Members:	Phil Lozano	Parks and Recreation Director
	Ken Heerman	Assistant City Manager
	Terry Golden	Administrative Assistant

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

Mr. Koonsman nominated Mr. O'Brey for Chair of the Parks and Recreation Advisory Board. Mr. O'Brey accepted the nomination and was voted chair of the Parks and Recreation advisory board.

5-0

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

Mr. Heathington nominated Mr. Fenderson for vice-chair of the Parks and Recreation Advisory Board. Mr. Fenderson accepted the nomination and was voted vice-chair of the Parks and Recreation Advisory Board.

5-0

4. Parks and Recreation Advisory Board Reports on Items of Community Interest pursuant to Texas Government Code Section 551.0415 the Park Board may report on the following items: (1) expression of thanks, congratulations or condolences; (2) information about holiday schedules; (3) recognition of individuals; (4) reminders about upcoming Park Board events; (5) information about community events; and (6) announcements involving imminent threat to public health and safety.

Mr. Heathington announced the Texas Arbor Day event will be November 4, 2022 under the Walmart pecan tree 3060 Justin Road, Highland Village, TX 75077. Mr. Heathington provided a schedule of events.

- 5. 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 Visitors

- 6. Approve Minutes from the Regular Meeting of the Parks and Recreation Advisory Board held on August 15, 2022.**

Mr. Heathington moved to approve the minutes from the Regular Meeting of the Parks and Recreation Advisory Board held on August 15, 2022.

Ms. Wells seconded the motion.

Approved 5-0

- 7. Receive information regarding the update of the Comprehensive Master Plan.**

Parks and Recreation Director Phil Lozano informed the Board that the consultants are making some revisions to the final document. Mr. Lozano stated that the Parks and Recreation piece of the comp plan will come before the Board when complete. A special meeting will be held if needed.

- 8. Discuss and Approve the Cancellation of the Parks and Recreation Advisory Board Regular Meetings Scheduled for November 21, December 19, 2022 and January 16, 2023.**

Mr. Koonsman asked that emails be sent out to keep the Board informed. Mr. Lozano asked if everyone was signed up to receive the City Manager's report noting the report is an excellent source of information.

Mr. Koonsman moved to approve the cancellation of Regular Meeting schedule for November 21, December 19, 2022 and January 16, 2023.

Mr. Heathington seconded the motion.

Approved 5-0

- 9. 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 the recommendation Parks Board made regarding fencing at the splash pad.

Director Lozano stated that 4B Board felt the traditional wrought iron fencing provided a more appealing visual.

10. Adjournment of Regular Meeting.

Adjournment at 6:21 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.

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MINUTES

**PARKS AND RECREATION ADVISORY BOARD
SPECIAL CALLED MEETING
CITY OF HIGHLAND VILLAGE, TEXAS
MONDAY, NOVEMBER 7, 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:	Bill Irwin	Place 1
	Mitch O'Brey	Place 3
	Hogan Heathington	Place 2
	Ken Koonsman	Place 5
	Kevan Fenderson	Place 4
	Tyler Gump	Alternate 2
Absent:	Kathleen Wells	Alternate 1
Staff Members:	Phil Lozano	Parks and Recreation Director
	Ken Heerman	Assistant City Manager
	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)*

No Visitor Comments

2. Receive and Recommend Approval to City Council the Parks and Recreation Section of the Comprehensive Plan Update.

Ron Stewart of McAdams addressed questions from the Park Board members.

Topics of questions were Wichita Forest Trail Markings and Trail Head, Wichita Forest trails should be added to the Comp Plan.

Mr. Irwin asked if the 2011 Trails Master Plan would be updated or if this comp plan would be the updated version. Mr. Irwin stated the 2011 plan had more information included. Mr. Irwin expressed desire to improve Wichita Forest to a more planned natural park.

Mr. Irwin asked if Pickle ball Courts could be included under the I35 overpass. Director Lozano stated that the area under the I35 overpass could be refined during the construction phase of Copperas Branch Park.

The Board members raised concern about Peninsula Park not being included in the Corp lease and agreed to discuss at a later date.

Mr. Irwin identified property boundaries of Bruce Lockhart Lions Club Park.

Mr. Fenderson asked about including the Denton County Water Trail in the Comp Plan. Director Lozano stated the plan would need to be added.

Mr. Heathington ask for clarification regarding bike lanes and bike boulevards.

Ron Stewart recapped changes that were discussed. They are as follows:

- Wichita Forest – signage to meet current standards
- Incorporate 2011 Trails Master Plan into the Comprehensive Plan
- Lions Club – verify property lines.
- Research verify approved plan for Marauder Park.
- Clarify Peninsular Park as Corp Property
- Add Denton County Water Trail to the Comp Plan
- Add yellow dot at Sellmeyer and HV Road as a node.
- Discuss removing the suggested 25 mile per hour speed limit from the Parks Comp plans.
- Leave map as is for Peninsula Park

Mr. Fenderson moved to recommend to City Council approval of the Parks and Recreation sections of the Comprehensive Plan update which includes the Trails Master Plan and The Parks and Recreation open space master plan as presented with the inclusion of the 2011 trails plan and the noted changes.

Mr. Heathington seconded the motion.

Approved 5-0

3. Adjournment

8:44 p.m.

CITY OF HIGHLAND VILLAGE
PARK AND RECREATION ADVISORY BOARD BRIEFING UPDATE

AGENDA# 6

MEETING DATE: 2.20.2023

SUBJECT: Discuss and Provide a Recommendation to City Council Pursuing a Lease agreement for Peninsula Park and the shoreline areas between Lakeside Community Park and Pilot Knoll Park with the Corp of Engineers.

PREPARED BY: Phil Lozano, Director of Parks and Recreation

BACKGROUND:

In the November 7, 2022, Special Called Parks and Recreation Advisory Board Meeting, staff was asked to provide information regarding Peninsula Park and the shoreline that is currently not under a lease with the Corps.

The City of Highland Village entered into a lease agreement with the U.S Army Corps of Engineering (Corps) for the areas known as

- Copperas Branch Park
- Wichita Forest
- Lakeside Community Park
- Pilot Knoll Park
- Portions of Doubletree Ranch Park for areas located north of the pond adjacent to the lake and around the pedestrian bridge

The lease execution date was October 1, 2001, for 20 years. The Lease ended on September 30, 2021.

PROGRESS TO DATE: (if appropriate)

The city has received a letter from the U.S Army Corps of Engineering (Corps) expressing its intent to renew the lease and is currently in the process of renewing a lease for 25 years, which will include the following park sites

- Copperas Branch Park
- Wichita Forest
- Lakeside Community Park
- Pilot Knoll Park
- Portions of Doubletree Ranch Park for areas located north of the pond adjacent to the lake and around the pedestrian bridge

Received information from the Corps concerning the areas owned by the Federal Government and Managed and Operated by the Corps.

- The previous lease did not have Peninsula Park or the shoreline areas between Lakeside Community Park and Pilot Knoll Park
- The new lease will not have Peninsula Park or the shoreline areas between Lakeside Community Park and Pilot Knoll Park
- The Corps will consider a stand-alone lease for the additional Corps federally owned sites, including Peninsula Park and the shoreline areas between Lakeside Community Park and Pilot Knoll Park, if the city is willing to address the illegal
 - tree trimming
 - mowing
 - boat docks
 - unauthorized storing of vessels
- We received a quote from McAdams to provide an Impact and Feasibility Study for the additional remaining Corps land currently not in our lease and within the city limits

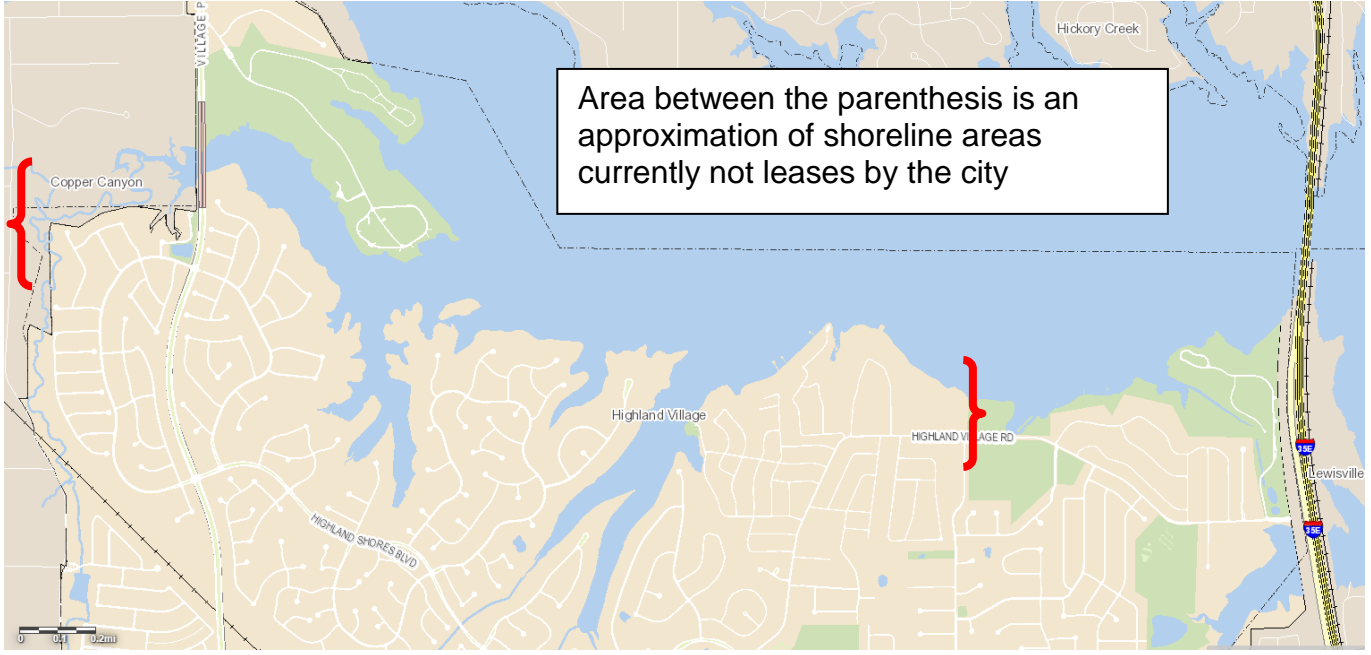
BUDGETARY IMPACT/ORDINANCE CHANGE: (if appropriate)

\$47,500 for an Assessment and Impact Study before moving forward with leasing the new areas.

RECOMMENDATION:

Provide a recommendation to the council to

1. Request funding to be performed immediately for an assessment and impact study of the Shoreline Corps land currently not under lease by the city.
2. Request funds during the budget process for an assessment and impact study of the Shoreline Corps land currently not under lease by the city in the 2023-2024 budget.
3. Do nothing and leave as is



Area between the parenthesis is an approximation of shoreline areas currently not leases by the city