



## A G E N D A

**PARKS AND RECREATION ADVISORY BOARD  
REGULAR MEETING  
CITY OF HIGHLAND VILLAGE, TEXAS  
MONDAY, October 17, 2016 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. **Introduction of Board Members**
3. **Conduct Election of Parks and Recreation Advisory Board Chairperson.**
4. **Conduct Election of Parks and Recreation Advisory Board Co-Chairperson.**
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.)*
6. **Consider Approval of Minutes from the July 18, 2016 regular meeting of the Parks and Recreation Advisory Board.**
7. **Parks and Recreation Department Staff Introductions.**
8. **Receive Up-date on Park Projects and Recreation Programs.**
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.)**

***Next Regular Parks and Recreation Advisory Board meeting is scheduled for November 21, 2016***

**10. *Adjournment***

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 14th day of October 2016 before 5:00 p.m.

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**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.



## MINUTES

**PARKS AND RECREATION ADVISORY BOARD  
REGULAR MEETING  
CITY OF HIGHLAND VILLAGE, TEXAS  
MONDAY, July 18, 2016 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	Kim McKibben, Chair Ross Pittman, Vice-Chair Gary Patz Dave Rush Tamara Lisby
Absent	Adam Auten, Alternate Kenneth Green, Alternate
Staff Present:	Linda Cornelius, Director Parks and Recreation 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

**3. Consider Approval of Minutes from the March 21, 2016 regular meeting of the Parks and Recreation Advisory Board.**

Ross Pittman motioned to approve the minutes from the regular meeting of the Parks and Recreation Advisory Board held on March 21, 2016.

Dave Rush seconded the motion.

Approved 5-0

**4. Review and Provide Recommendation to City Council on Proposed Amendments to Article 14.04, Parks and Recreation of the Code of Ordinances.**

Director Cornelius provided the Board with a redline copy of the proposed changes to Article 14.04. Ms. Cornelius stated rules are easier to enforce if they are included in the City Ordinances.

With the opening of Doubletree Ranch Park and anticipated opening of the Unity Dog Park it is necessary to amend Article 14.04 of the code of ordinances to reflect necessary rules and procedures in order to operate these new facilities adequately.

Due to the need to amend Article 14.04 an overall review of the Article was completed. Staff is proposing additional guidelines for un-manned aircraft in an effort to keep our active park areas safe for park patrons.

The Board asked general questions regarding the changes.

Ross Pittman motioned to recommend approval to City Council the proposed changes to Article 14.04 Parks and Recreation of the Code of Ordinances.

Tamara Lisby seconded the motion.

Approved 5-0

**5. Receive Information on Resolution No. 2016-2639, Guidelines and Procedures Relating to the Naming and Renaming of City Facilities.**

Director Cornelius provided the Board with an update on naming parks and park facilities; stating nothing has really changed in this aspect. However, the criteria for renaming city streets and city facilities have been added to the ordinance.

As a result of two recent requests for naming and renaming of a City facility and/or street, the City Council directed City Staff to revise the current ordinance found in Article 14.04 Parks and Recreation to establish procedures and guidelines for addressing the renaming of streets and other city facilities. The proposed text of a revised set of guidelines and procedures were presented and discussed by City Council at its April 12th and May 10th meetings.

At the June 28th City Council meeting Council approved Ordinance No. 2016-1198 Repealing Code of Ordinances Section 14-03003 Establishing Procedures and Guidelines for the Naming of Municipal Parks. Resolution Number 2016-2639 provides for the adoption of new guidelines and procedures relating to the naming and renaming of city streets and all city owned or leased facilities.

**6. Parks and Recreation Projects and Activities Up-date.**

Director Cornelius provided the Board with an update of projects and recreation events including Celebrate Highland Village, The Dog Park and Doubletree Ranch Park.

**7. 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 Regular Parks and Recreation Advisory Board meeting is scheduled for August 15, 2016

**8. Adjournment**

6:55 PM

DRAFT