



A G E N D A

**PARKS AND RECREATION ADVISORY BOARD
REGULAR MEETING
CITY OF HIGHLAND VILLAGE, TEXAS
MONDAY, MAY 18, 2026 at 6:00 PM
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. Approve the Minutes from the Regular Meeting of the Parks and Recreation Advisory Board held on February 16, 2026, and April 20, 2026**
- 4. Receive Information on Recognition by DFWChild Magazine as the Best Place to Explore Nature in Denton County.**
- 5. Staff will present the results of the Lower Sellmeyer Park Playground Survey for discussion and seek a recommendation from the Board on which playground option(s) to present to the City Council for consideration and approval**
- 6. Status Reports on Current Projects, Events, and Discussion on Future Agenda Items** (*A Board member may inquire about a subject of which notice has not been given. A statement of specific 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.*)
- 7. 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 12th Day of May, 2026 before 5:00 p.m.

Pat Kuykendall
Administrative Assistant

Removed from posting on the _____ day of _____, 2026, at ____: ____

By _____



**PARKS AND RECREATION ADVISORY
BOARD MEMORANDUM
AGENDA ITEM 3**

MEETING DATE: May 18, 2026

SUBJECT: Approve Minutes from the Regular Meeting of the Parks and Recreation Advisory Board held on February 16, 2026 and April 20, 2026

PREPARED BY: Pat Kuykendall, Administrative Assistant

BACKGROUND

Minutes are approved by a majority vote of Parks and Recreation Advisory Board and listed on the Agenda. The Board is encouraged to contact the Administrative Assistant prior to the meeting if there are any suggested changes. Upon doing so, staff can make suggested changes and the minutes in order to contribute to a time efficient meeting. If the change is substantial in nature, a copy of the suggested change will be provided to the Board for consideration prior to the vote, or could be moved to a future meeting for approval.

The Board should review and consider approval of the minutes. The Board's vote and approval of the minutes reflect agreement with the accuracy of the minutes.

At the April 20, 2026, Regular Meeting of the Parks and Recreation Advisory Board, Meeting minutes for the November 17, 2025, meeting were inadvertently included in the agenda packet and approved. What needed to be approved were the February 16, 2026, meeting minutes; these are included in the agenda packet for approval along with the April 20, 2026 meeting minutes.

RECOMMENDATION

To approve minutes of the Regular Highland Village Parks and Recreation Advisory Board Meeting held on April 20, 2026



MINUTES
PARKS AND RECREATION ADVISORY BOARD
REGULAR MEETING
CITY OF HIGHLAND VILLAGE, TEXAS
MONDAY, FEBRUARY 16, 2026 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.

The meeting was called to order at 6:03 p.m.

Present:	Hogan Heathington	Chairman, Place 2
	Tyler Gump	Vice Chair, Place 3
	Steve Tawadrous	Alternate 1
	Kevin Pearson	Place 4
	Janet Gershenfeld	Alternate 2
Absent:	Ryan Melson	Place 5
Staff Members:	Phil Lozano	Parks and Recreation Director
	Andra Foreman	Assistant Director of Recreation
	Kristin Thomas	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.)

Mr. Wayne Parker asks about the possibility of installing horseshoe pits at Doubletree Ranch and inquires about the fees for pickleball courts, percentage of people that use the parks from Highland Village and any idea how much of water evaporates in the air from the splash pad.

Mr. Jim Flynn requests the installation of speed limit signs on paths for scooters and micro-mobility devices.

3. Approve the Minutes from the Regular Meeting of the Parks and Recreation Advisory Board held on November 17, 2025

Motion to approve by Janet Gershenfeld and seconded by Tyler Gump.
5-0

4. Receive Information from Staff on the Recent Award from the Denton County Master Gardeners

Andra Foreman, Assistant Director of Recreation, presents the 2026 Community Partner Award from the Denton County Master Gardeners, recognizing the city's collaboration in horticulture and environmental stewardship.

5. Staff to Present Information from Public Engagement Meeting at Lower Sellmeyer Park

Phil discusses the public engagement meeting that took place in November 2025 to gather feedback on the 2020 bond project for Lower Sellmeyer Park totaling 64 responses. The top priority was a new playground, followed by park amenities like picnic tables, green space and benches. The board discusses the need for improved playground design to increase usage and the importance of ADA compliant surfacing, and the importance of seating and accessibility for all users. Tyler suggest working with vendors to provide rendering and cost estimate for a low, medium, and high level package not exciting the 25% over budget. Janet shares that seating is highly talked about. Hogan asks if there could be easy access to the park. Phil says it might be in the public work easement. Kevin asks if certain sections are public works or parks and recreation.

6. Staff will Present Final Art Project Ideas, Incorporating Suggestions from Tyler Gump, and will seek a Recommendation from the Board

Phil presented concert benches and the cost for a bench, concrete pad and painting supplies. Janet asked if we can ask to not put sealer on the bench when we purchase it. Kevin asked about prep work- are we doing this work so concrete holds paint for years or if we consider repainting every so often. Phil said we could buy one and do a test. Phil also presented various art project ideas, including paintable and sustainable benches, an art hunt with figurines, and cultural stickers. The board discusses the feasibility and cost of the different art projects. The idea of a community art hunt with figurines is well-received, but concerns are raised about the practicality of painting the figurines. Steve asks where benches would be and would be a good idea to have seating along trail. Janet- would like to get a bench for testing. Kevin mentions to look for a local vendor to get a bench. Phil asks for recommendations to get approval to start moving forward.

Recommendation- Janet set a motion to recommend creating of two wraps for Unity Park two locations near baseball field and by pickleball court. To be shown to council for art work as art project. Kevin second. 5-0

7. Staff to Provide a 2025 Fiscal Year High-Level Department Review and Summary of Accomplishments and an Outline of Initiatives for the department for Fiscal Year 2026

Phil presented a high-level review of the department's accomplishments in FY 2025, including park renovations, irrigation systems, and new technology implementations. The board discusses the importance of maintaining and improving park facilities to enhance the community's recreational experience. The department's focus for FY 2026 includes continued expansion of the park maintenance work order system and improving workflow and efficiency. The board

emphasizes the need for transparency and accountability in park maintenance and programming. Phil outlines goals for fiscal year 2026, including replacing the trellis and shade structure at Double Tree Ranch Park. Other projects include an erosion control project on City Trail at FM 2499, completing the Lake Lewisville paddle trail, and installing a new disc golf course at Copperas Branch Park. Renovation of Unity Park flex field and partial renovation of Brazos Park football field are also planned. The importance of good irrigation systems for turf quality is emphasized.

8. Staff to Provide Information on City-Owned and City-Leased Parks and Trails

Phil provides an update on the development of a document detailing the square acres of city-owned and leased parks and trails. The document will help with future planning and bond initiatives. The document is a work in progress, and Phil hopes to have it ready for the next board meeting.

9. Status Reports on Current Projects and Discussion on Future Agenda Items (A Board member may inquire about a subject of which notice has not been given. A statement of specific 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.)

None at this time

10. Adjournment of Regular Meeting.

The meeting was adjourned at 7:55 pm.

Tyler Gump, Vice Chair

ATTEST

Kristin Thomas, Administrative Assistant (former)
Pat Kuykendall, Acting Administrative Assistant



MINUTES
PARKS AND RECREATION ADVISORY BOARD
REGULAR MEETING
CITY OF HIGHLAND VILLAGE, TEXAS
MONDAY April 20, 2026, 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.

The meeting was called to order at 6:00 p.m.

Present:	Hogan Heathington	Chairman, Place 2
	Tyler Gump	Vice Chair, Place 3
	Steve Tawadrous	Alternate 1
	Janet Gershenfeld	Alternate 2
Absent:	Ryan Melson	Place 5
	Kevin Pearson	Place 4
Staff Members:	Phil Lozano	Parks and Recreation Director
	Andra Foreman	Assistant Director of Recreation
	Pat Kuykendall	Administrative Assistant
	Brian Norton	Assistant Director Parks Operations Project

- 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 one chose to speak

3. Approval the Minutes from the Regular Meeting of the Parks and Recreation Advisory Board held on November 17, 2025

Chairman Hogan Heathington made a motion to approve the minutes for November 17, 2025. The motion was seconded by Vice Chairman Tyler Gump. The motion passed 4-0.

4. Received Presentation and Discuss Playground Replacement Options and Alternate for Lower Sellmeyer Park.

5. Status Reports on Current Projects and Discussion on Future Agenda Items

Assistant Director Brian Norton provided an overview of the project and noted that, based on community responses from the public meeting, the highest-ranked need was for a new playground. He further explained that he contacted two experienced playground vendors, provided the community's input from the public meeting on what

they wanted, and asked the vendors to provide renderings and cost estimates. He noted that the project will be funded with 2020 bond proceeds, has a budget of \$140,000, and that an online survey will be posted on the city's website for community input, with the results presented at the May meeting.

Assistant Director Brian Norton presented the three tiers requested by the board:

- **Bronze Option-** Gametime/Cunningham
Turf with or without turf mounds, includes a slide, Cost \$120,638.74.
- **Silver Option** – Gametime/Cunningham
More play features, suitable for younger/older children, includes benches ADA compliant does not have slide Cost \$129,560.90.
- **Gold Option** – Gametime/Cunningham
It is much larger structure, but has no slides with climbing structures, natural theme and logs, does not have slide, the cost is over budget \$151,009.25

- **Bronze Option** - Kraftsman Option
Basic configuration smaller play features, climbing items and toys, does not include slide Cost \$128,103.15
- **Silver Option** – Kraftsman Option
Turf mounds, slide on one side with smaller boulders and climbing rope slide not included cost is under budget \$140,368.19
- **Gold Option** – Kraftsman Option
Natural look playground with logs, boulders and log benches in the corners, cost if much higher \$30,000, over budget \$170,314.50

Assistant Director Brian Norton introduced an alternate and spoke to the need to replace the existing picnic pad, table, and grill, and add a five-foot ADA sidewalk for accessibility; he stated that the cost range of \$12,500-\$13,500 could be added to the bronze or silver playground options while remaining close to the overall budget. Board member Tyler Gump asked if the city has worked with any of the vendors, and Brian confirmed that the city has and that they are very well known in the industry. Board members noted that all the options presented were great. The board further discussed each option with staff, including keeping the existing shade structure and swing bench, removing music-play features as requested by residents, and other elements in the renderings. Staff noted to confirm whether the swing bench in the Cunningham option was included in the total cost. Chairman Hogan Heathington noted the vendor's price difference for the Gold options. Director of Park and Recreation Phil Lozano spoke to the features of each playground vendor option. Director Phil Lozano also clarified that the Board was not expected to recommend an option that night, but at the May meeting, Board Member Janet Gershenfeld and Board Member Steve Tawadrous explained that the April meeting was for presentation and discussion only, and that an online survey would be conducted after this meeting. Director Phil Lozano recommended eliminating the Kraftsman Gold Option due to the cost being beyond budget, and the board agreed. Each board member discussed their preferred options and agreed that the Gold option for Kraftsman was out. Further discussion on items not associated with the playground options took place, including the addition of a bridge, parking, and fencing. Director Phil Lozano noted that all could be part of a future bond. Director Phil Lozano spoke about how the city is working to keep costs down by removing the existing

playground in-house, which would free up more funds for the new playground. Chairman Hogan Heathington stated that revisiting this subject after the survey results, before the board makes a formal recommendation to the City Council at the May meeting.

6. Adjournment

Chairman Hogan Heathington adjourned the meeting at 6:47 p.m.

Tyler Gump, Vice Chair

ATTEST

Pat Kuykendall, Administrative Assistant



**PARKS AND RECREATION ADVISORY
BOARD MEMORANDUM
AGENDA ITEM 4**

MEETING DATE: May 18, 2026

SUBJECT: Receive Information on Recognition by DFWChild Magazine as the Best Place to Explore Nature in Denton County.

PREPARED BY: Phil Lozano, Director of Parks and Recreation

BACKGROUND

Staff will present information about its recent recognition in DFWChild Magazine as the Best Place to Explore Nature in Denton County.



PARKS AND RECREATION ADVISORY BOARD MEMORANDUM AGENDA ITEM 5

MEETING DATE: May 18, 2026

SUBJECT: Staff will present the results of the Lower Sellmeyer Park Playground Survey for discussion and seek a recommendation from the Board on which playground option(s) to present to the City Council for consideration and approval

PREPARED BY: Phil Lozano, Director of Parks and Recreation

BACKGROUND

At the February 16, 2026, regular board meeting, staff presented the public engagement results for Lower Sellmeyer Park. Based on the community's responses, the highest-ranked need was for a new playground. Staff contacted two experienced playground vendors, requested renderings based on the community's input, and cost estimates for installing a new playground, and presented them to the board for discussion at the April 20, 2026, regularly scheduled meeting.

At the April 20, 2026, Board meeting, staff received direction on which options to include in a public survey for feedback. The board recommended eliminating one of the Kraftsman options, totaling \$170,314.50, due to its high cost. The remaining five (5) playground options were included in the public survey. The survey was posted and made available to the public from April 23 through May 11th

The survey results will be presented along with other information about the Lower Sellmeyer Playground project.

BUDGETARY IMPACT

This project will be funded from 2022 Bond Proceeds. The budget amount for the project is \$140,000.00

RECOMMENDATION

Staff is seeking a recommendation on which playground option(s) to present to the City Council for consideration and approval.