



A G E N D A

**REGULAR MEETING OF THE
HIGHLAND VILLAGE CITY COUNCIL
HIGHLAND VILLAGE MUNICIPAL COMPLEX
1000 HIGHLAND VILLAGE ROAD, HIGHLAND VILLAGE, TEXAS
TUESDAY, FEBRUARY 23, 2021, at 6:00 P.M.**

Pursuant to Governor Greg Abbott's temporary suspension of various provisions of the Texas Open Meetings Act and in an effort to protect the health and safety of the public, the public will not be allowed to attend the City Council meeting in person. Members of the public may view the City Council meeting live at no cost via the following Internet link: www.highlandvillage.org/HVTV.

Any person wishing to provide written comments on ANY MATTER to be considered on this agenda may email such comments to the City Secretary at citysecretary@highlandvillage.org by 1:00 p.m. on Tuesday, February 23, 2021. Any person wishing to address the City Council on any matter POSTED FOR A PUBLIC HEARING on this agenda must contact the City Secretary at citysecretary@highlandvillage.org or at (972) 899-5132 to complete a Speakers' Request Form by 1:00 p.m. on Tuesday, February 23, 2021. Speakers may be limited to three (3) minutes and given only one opportunity to speak on an item. Other procedures regarding speaking on matters posted for action on the City Council agenda are set forth on the Speakers' Request Form. Subject to applicable law, the City Council reserves the right to modify or waive at any time the procedures relating to members of the public speaking on matters placed the Council's agenda.

EARLY WORK SESSION

City Council Chambers – 6:00 P.M.

1. Discuss the Copperas Branch Park Master Plan
2. Clarification of Action Items listed on Today's City Council Meeting Agenda for February 23, 2021

(Items discussed during Early Work Session may be continued or moved to Open Session and/or Late Work Session if time does not permit holding or completing discussion of the item during Early Work Session.)

CLOSED SESSION

City Council Chambers

3. Hold a closed meeting in accordance with the following sections of the Texas Government Code:
 - (a) Section 551.071 – Consultation with City Attorney Concerning Pending or Contemplated Litigation and on any Regular Session or Work Session Agenda Item Requiring Confidential, Attorney/Client Advice Necessitated by the Deliberation or Discussion of Said Item (as needed)

OPEN SESSION
City Council Chambers – 7:00 P.M.

4. **Call Meeting to Order**
5. **Prayer led by Deputy Mayor Pro Tem Barbara Fleming**
6. **Pledge of Allegiance to the U.S. and Texas flags led by Deputy Mayor Pro Tem Barbara Fleming: “Honor the Texas flag; I pledge allegiance to thee, Texas, one state under God, one and indivisible.”**
7. **Visitor Comments** (*Any person wishing to provide comments on any matter NOT posted on this agenda should email such comments to the City Secretary by 1:00 p.m. on Tuesday, February 23, 2021. In accordance with the Texas Open Meetings Act, the City Council 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.*)
8. **City Manager/Staff Reports**
 - **COVID-19 Update**
 - **Update on City Operations and Services during Recent Winter Storm**
9. **Mayor and Council Reports on Items of Community Interest pursuant to Texas Government Code Section 551.0415 the City Council 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 City Council events; (5) information about community events; and (6) announcements involving imminent threat to public health and safety**
 - **Presentation of a Proclamation celebrating Bill Aycock Day in Highland Village**

CONSENT AGENDA

All of the items on the Consent Agenda are considered for approval by a single motion and vote without discussion. Each Councilmember has the option of removing an item from this agenda so that it may be considered separately and/or adding any item from the Action Agenda to be considered as part of the Consent Agenda items.

10. **Consider approval of Minutes of the Regular City Council Meeting held on February 9, 2021**
11. **Consider Resolution 2021-2932 authorizing Release and Quitclaim of Drainage Easement and Portions of a Public Street Easement located within The Reserve at Chapel Hill Addition, Phase II**

ACTION AGENDA

12. **Take action, if any, on matters discussed in closed session in accordance with the following sections of the Texas Government Code:**
 - (a) **Section 551.071 – Consultation with City Attorney Concerning Pending or Contemplated Litigation and on any Regular Session or Work Session Agenda Item Requiring Confidential, Attorney/Client Advice Necessitated by the Deliberation or Discussion of Said Item (as needed)**

13. Conduct a Public Hearing and Consider Ordinance 2021-1281 re-adopting in its Entirety Article 14.04 "Parks and Recreation" Division 7 "Youth Services Standards of Care" of the Code of Ordinances of the City of Highland Village, setting forth and adopting the Standards of Care for Youth Programs offered by the Parks and Recreation Department (*1st of two reads*)
14. Consider Resolution 2021-2933 approving the Copperas Branch Park Master Plan

LATE WORK SESSION

(Items may be discussed during Early Work Session, time permitting)

15. Status Reports on Current Projects and Discussion on Future Agenda Items (A Councilmember 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.)
16. 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 19TH DAY OF FEBRUARY 2021 NOT LATER THAN 6:00 P.M.



Angela Miller, City Secretary

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 _____, 2021 at
_____ am / pm by _____.

CITY OF HIGHLAND VILLAGE
COUNCIL BRIEFING

AGENDA# 1

MEETING DATE: 02/23/2021

SUBJECT: Discuss the Copperas Branch Park Master Plan

PREPARED BY: Phil Lozano, Parks and Recreation Director

COMMENTS

This item provides for any follow up questions or comments regarding the Copperas Branch Park Master Plan presented at the City Council meeting on February 9, 2021.

COPPERAS BRANCH PARK

MASTER PLAN

2020



CONTENTS

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PROJECT SUMMARY

Copperas Branch Park was returned to Highland Village in August 2018 after being used as a staging area for the I-35E TEXpress expansion project. A Master Plan for the park sets a vision in several ways. Most importantly, this is accomplished by engaging the community to help develop the “big idea”. The vision will be a framework for the park’s use and development for the next several decades.

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COMMUNITY VISIONING

A key component to developing a Master Plan is engaging the community of Highland Village for what their vision is for Copperas Branch Park. This process takes the form of several community-centered meetings to communicate the wants and needs of Copperas Branch Park users. It also included several meetings with stakeholders for the project including Highland Village citizens, city staff and officials, TXDoT and US Army Corps of Engineers representatives , and registering on the speakuphv.com website.

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PARK CHARACTER

A site inventory and analysis is a process of examining characteristics of a site and determining which elements are important and will help inform future design options or which elements are challenging and need to be addressed closely. This process is fundamental to a successful Master Plan as it reveals the key amenities of a site and creates a basis for manageable future improvement efforts.

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PARK PLANS

The work by Highland Village city officials and the ambitions of the residents are laid out comprehensively in plan graphic form. The plans are a legitimate base because they are a collaboration of shared ideas from the beginning. The recommendations are not to be seen as set in stone, rather as a flexible base for presenting a strategy and moving forward to create the best version of Copperas Branch Park possible.

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NEXT STEPS

PROJECT SUMMARY

The impetus for this project occurred in August 2018 when Copperas Branch Park was returned to Highland Village after being used as a staging area for the I-35E expansion project.

The nearly 75 acre park is on the easternmost side of the city of Highland Village. The park sits adjacent to two imposing and dynamic entities, Interstate 35 and Lewisville Lake. The Texas Department of Transportation (TXDOT) operated Interstate 35 is a 1,568 mile north-south running major interstate highway. Along Copperas Branch Park, the southbound driving lanes elevate over Copperas Branch Park in the recently completed project. The northbound lanes will eventually be elevated to match the southbound lanes in a future project that continues over Lewisville Lake. During the planning process for this study, a timeline was released by TXDOT for a connection to the northbound lanes that will include an on-ramp as well as connections into Highland Village Road. It is expected the design and letting of this project will occur by 2022. Approximately two years after the adoption of this study.

The lake is a reservoir constructed to control flooding on the Trinity River and to supply water to the Dallas/Fort Worth metroplex. The lake is owned and maintained by the US Army Corps of Engineers, occupying nearly 30,000 acres of land in Denton County and shares a border up to 3000 linear feet with Copperas Branch Park.

Prior to the massive 35Express construction project Copperas Branch Park, a 74.90 acre park along the Hickory Creek Arm of Lewisville Lake, had a variety of recreation facilities including a swim beach area, a popular boat ramp, four baseball fields, two soccer fields, picnic tables, and a concessions building containing restrooms. Although the park retained several of those amenities, there is a tremendous opportunity to transform the park into an even greater recreational resource for Highland Village.

An additional southern parcel of Copperas Branch Park, which sits south of Highland Village Road, will add an additional 45+ acres to the park. In this tract, there is a smaller lake with a depth up to 10', a pedestrian bridge that

connects to the City of Lewisville, and direct access to Doubletree Ranch Park.

This Master Plan provides a comprehensive vision for the future growth and utilization of Copperas Branch Park that will efficiently use and maximize Highland Village's parks resources. Improvements recommended herein use the information gathered throughout the process to address challenges and opportunities and provide a framework for future projects to begin and become meaningful assets to the City of Highland Village.

Right: Picnic Area in North Copperas Branch Park.



“Why do we feel the need to develop every single square inch of land? Just add some nice natural trails with more trees and managed natural areas for the local wildlife to live and be enjoyed”-HVhome (speakuphv.com)

In November of 2018, the City of Highland Village hired la terra studio, a Dallas based landscape architecture and park planning firm, to develop the Master Plan for Copperas Branch Park after the park served as the base for the TXDoT’s I-35E construction project. The planning team began work conducting an extensive analysis of existing conditions, which included document research, interviews, public work sessions, and fieldwork. This report has been prepared to present The Copperas Branch Park Master Plan.



Above: An egret flies over Copperas Branch Road. Opposite Page: Clockwise - Top Right: New bridge across Copperas Lake. Bottom Right: The Pecan sits in Copperas Branch Park. Bottom Left: Lewisville Lake Sign. Left: Signs of wildlife.





Above: The first public meeting was held April 18, 2019 at Doubletree Ranch Park with over seventy-five residents in attendance.

COMMUNITY VISIONING

A task of this Master Plan is taking an inventory of the characteristics and features of Copperas Branch Park. Another key aspect of the Master Plan process is to take an inventory of Highland Village stakeholder's overall thoughts, goals, and concerns. The community visioning process is an important factor in the Master Plan process because it establishes the goals the stakeholders want to accomplish ultimately providing big ideas for the future project.

Identifying stakeholders and establishing an open dialogue with them during the project is the basis

for community visioning. The overall goal is to build up community support for the start of the Master Plan process through its completion while building community interest throughout. This participation will increase the visibility of the project bringing in a more diverse group of interested parties, which will produce a more comprehensive plan. The community visioning process gets stakeholders who would not under ordinary circumstances interact with each other, like a Highland Village business owner and representatives of the Army Corps of Engineers, getting them to discuss the future of Copperas Branch Park from each of their perspectives to find a consensus. For this Master Plan, the community visioning activities occurred using three methods. The first method was gathering input from a series of meetings with four focus groups:

- **Highland Village City Council and Park Board**
- **Highland Village Staff**
- **Texas Department of Transportation, US Army of Corps of Engineers, and City of Lewisville**
- **A community workshop at Doubletree Ranch Park**

The second method was an onsite walkthrough of Copperas Branch Park with the community that had a question and answer component.

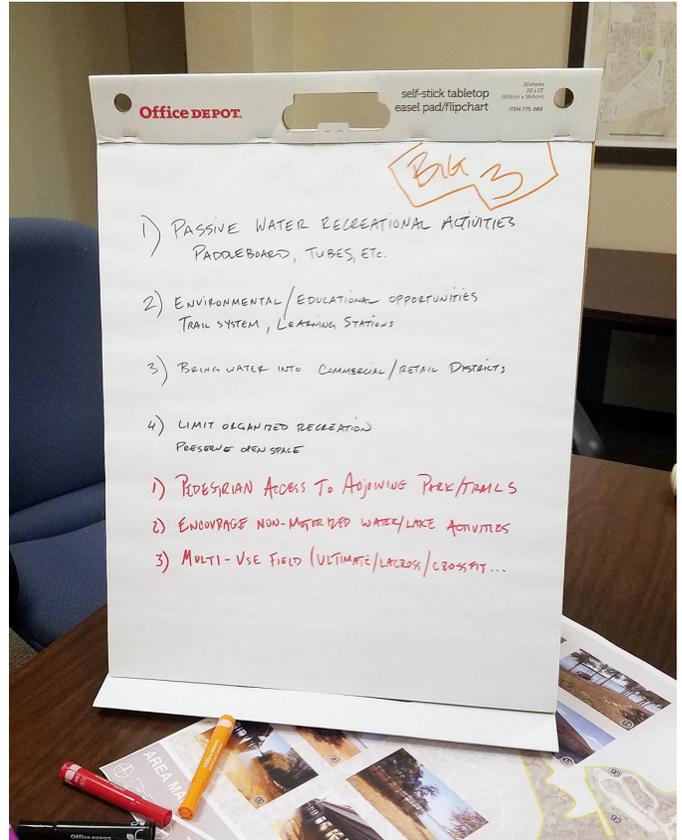
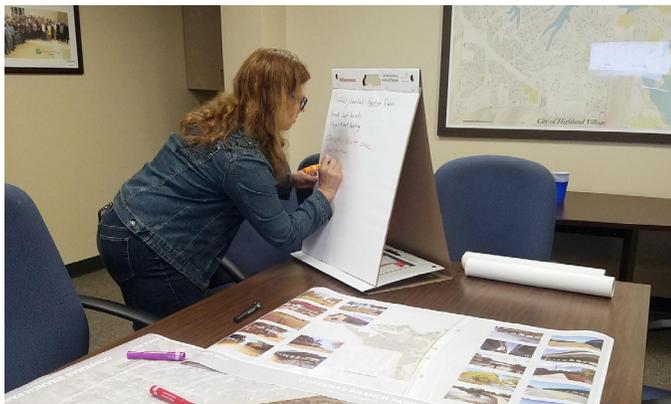
The third method was through SpeakupHV.com, a website setup by the city as an online engagement platform.

In the first two methods, a series of questions was asked to encourage discussion, the underlying intent was to generate as many ideas as possible and to collate those ideas into themes. Themes that emerged were used as opportunities in this Master Plan. The third method, SpeakupHV, the users were provided a series of 360° photos to view and were encouraged to share their observations, concerns, and ideas about the park. Similarly, the ideas we collected and the themes that emerged were used to inform the document.

The community visioning process provided valuable input that will shape the direction Copperas Branch Park will take moving forward.



STAKE HOLDER INTERVIEWS

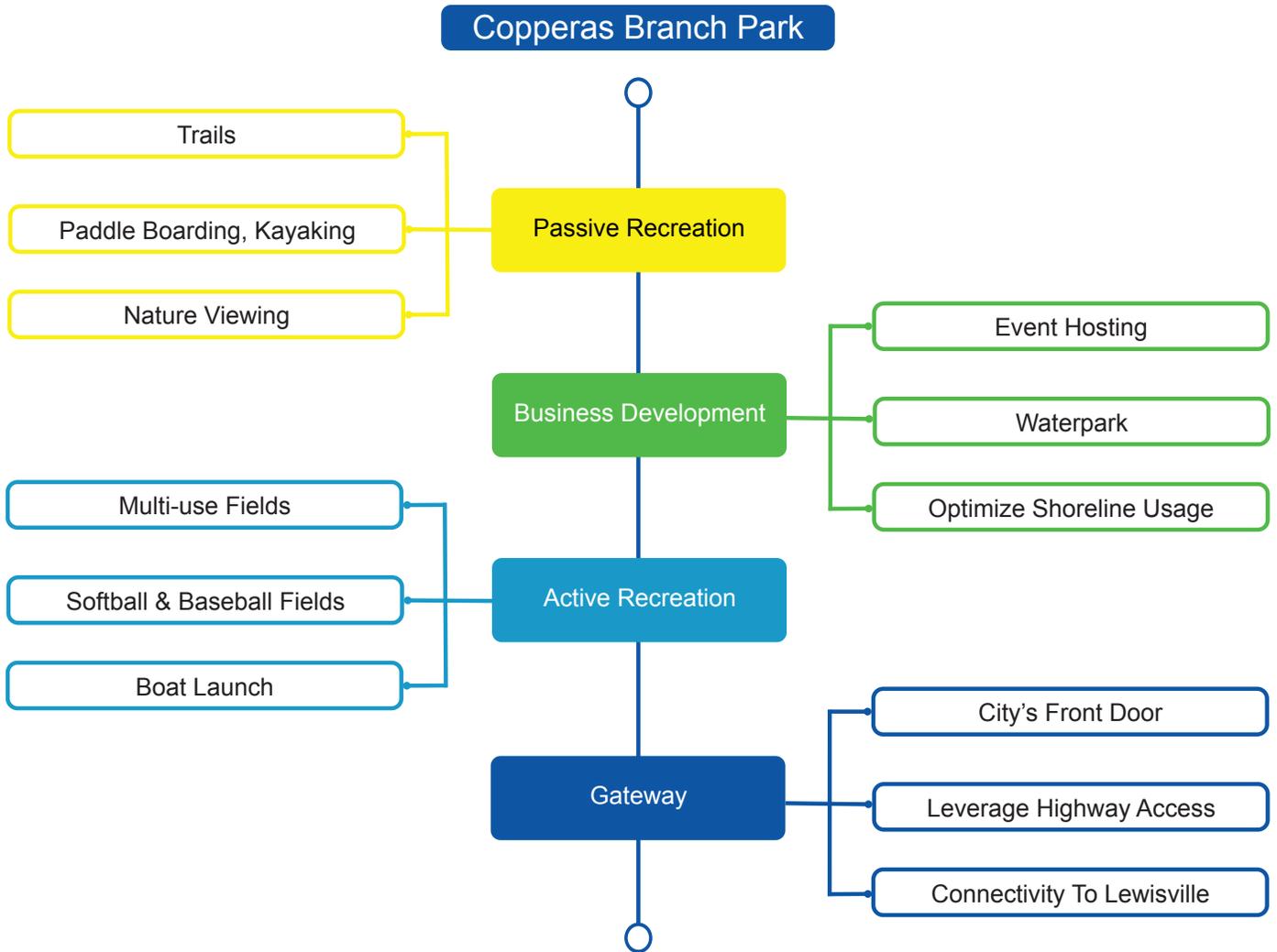


Above: Meeting with various park board and city council members.

CITY COUNCIL & PARK BOARD

In early February 2019, the planning team kicked off stakeholder interviews by meeting with Park Board and City Council members. City officials met with members of the planning team for 30-45 minute one-on-one interviews to discuss the future of Copperas Branch Park. The sessions were conducted as an open dialogue completing with each member listing their “big three” ideas for

the future of the park. These interviews served as a great opportunity for the planning team to become more familiar with the history and past use patterns of the park. In addition, stakeholders were engaged in discussions about current park planning trends, industry standards, and the unique opportunities that are present at Copperas Branch Park.



Above: Infographic summary of the city council and park board interviews.

A Collection of “Big 3” Ideas

Many different ideas came about from asking the stakeholders to list their big three ideas. For instance, one interviewee wanted to see more, “Passive water recreational activities such as paddle boards and tubes”. The graphic above shows the many ideas that came up during the interviews. The many ideas listed on the outside were then sorted to show different themes that emerged. The themes

show a general inclination for development preferences by the stakeholders. The themes can be expanded to other possible opportunities in the Master Plan development. For example, an idea was to increase paddle board activities, the theme is passive recreation, another possible opportunity is adding a formal paddle boarding area or a paddle board launch.



Above: Highland Village City Hall

STAFF INTERVIEWS

In addition to elected and appointed city officials, the planning team conducted interviews with several City of Highland Village staff members who had a direction connection to the park. Employees included:

- Parks and Recreation Staff
- City Management
- Development Services
- Police and Fire
- Flood Plain Administrator
- City Marketing Staff

These interviews revolved around many of the technical ins and outs of the park and how the city sees operation continuing

at Coppers Branch. Although many of the past activities at the park are desired to remain or be recreated, most of the staff members were open to an evolution of ideas and new uses for the park. Common themes in the discussions revolved around perpetual maintenance, revenue generation, safety, and accessibility.



Above: Highland Village city staff speak with Master Plan consultants.

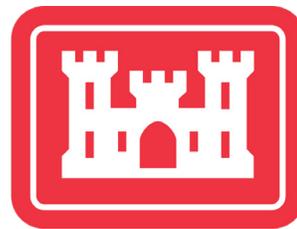
*“We want to provide an exceptional park amenity that the citizens of Highland Village are proud of. An extensive community supported planning effort will be necessary”
-City Staff Member*

GOVERNMENT AGENCIES & PARTNERS



LEWISVILLE

Deep Roots. Broad Wings. Bright Future.



**US Army Corps
of Engineers®**

Coppers Branch Park's unique location comes with it a multitude of overlaying jurisdictions by multiple governmental agencies. Throughout the planning effort, the team and staff met with stakeholding agencies to discuss options for future park improvements. Individual meetings were held with:

- City of Lewisville
- Texas Department of Transportation
- US Army Corps of Engineers

Communication with stakeholders is an important aspect of any project of this nature. The engagement process employed at the beginning of this project was very beneficial in gathering information that will influence the plan. Starting the dialogue with these stakeholders now while setting the vision for the park will assist down the road during implantation of the plan.



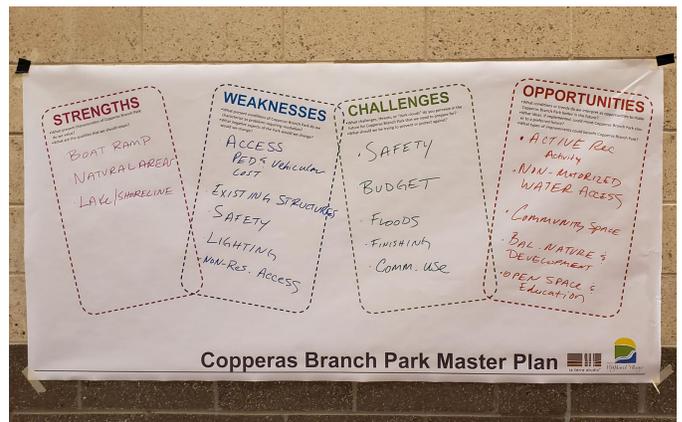
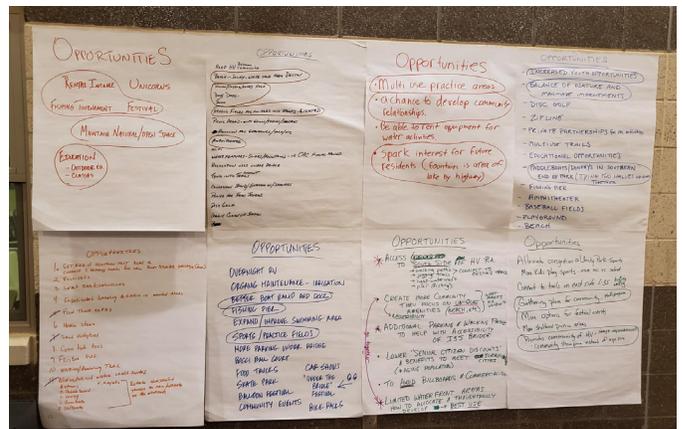
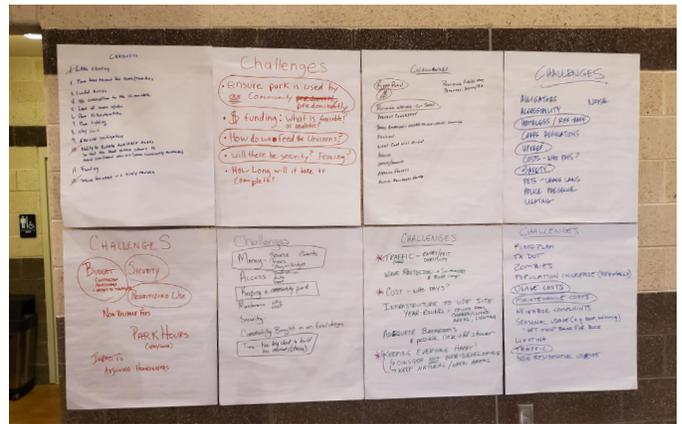
Above: Copperas Branch Road entering the park.

Takeaways:

- TXDOT discussed that plans for elevating the northbound lanes of I-35E could potentially be within the next 10-20 years.
- Design for the extension of Highland Village Road and a north bound entrance ramp are currently underway with an anticipated letting date of 2022.
- Use of the area underneath the bridge would need to be considered by TXDOT on a case-by-case basis to ensure safety of the bridge.
- The Corps of Engineers supported ideas for improvements in the park that support the mission of exposing patrons to recreational opportunities related to the lake.
- While the Corps of Engineering is in support of the plan, any improvements on the site will require approval as the land is owned by this entity.
- The City of Lewisville is interested in partnering on a long-term vision of connection between the two cities using the shoreline parks on both sides of the I-35E bridge.

COMMUNITY WORKSHOP

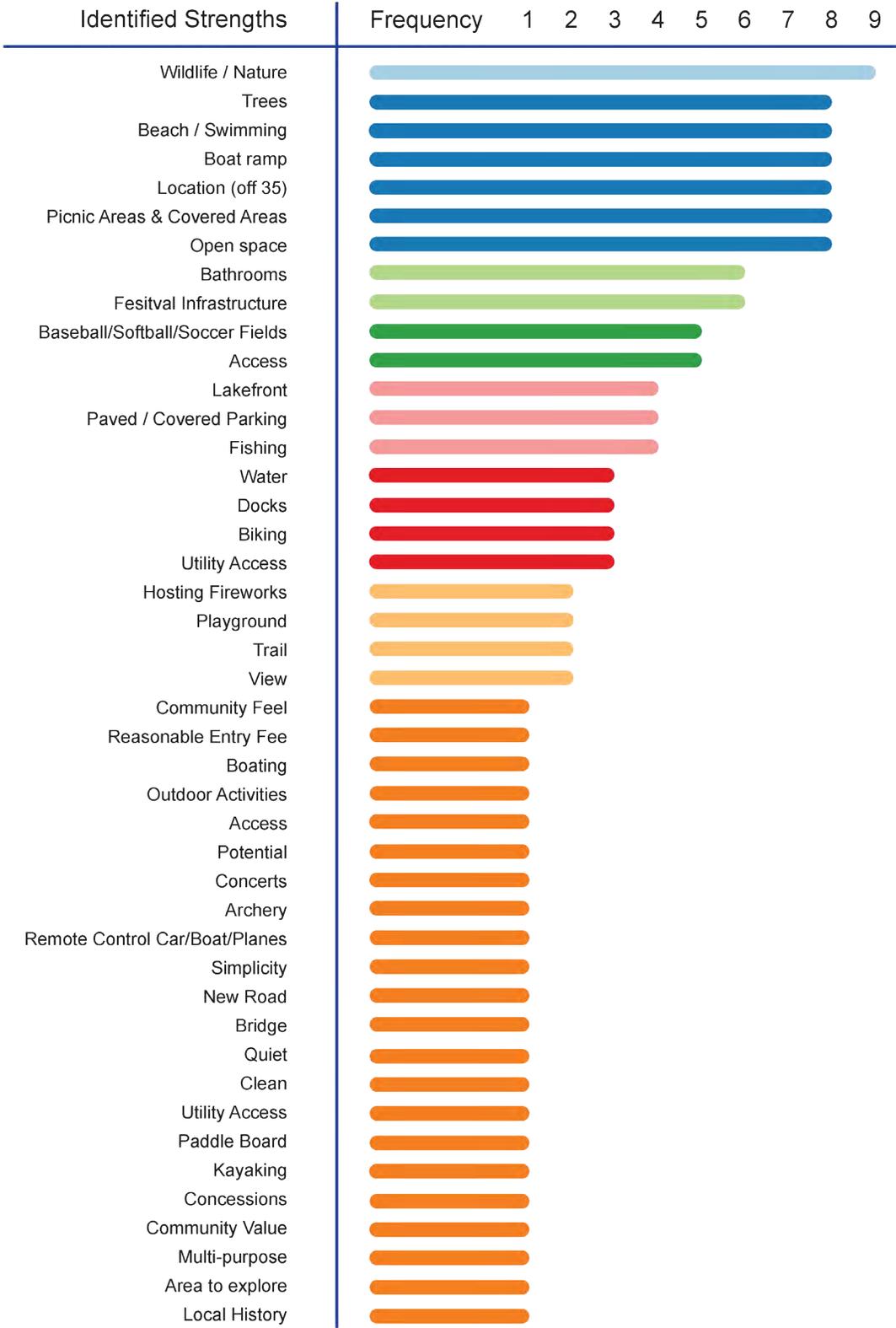
On April 18, 2019 the City of Highland Village staff hosted over seventy five residents at Double Tree Ranch Park for a visioning session on the future of Copperas Branch Park. During this meeting, the exercise split the community into smaller groups and a series of questions was asked to encourage discussion. The goal was to generate as many ideas as possible within the framework of the themes that were given, Copperas Branch Park’s “Strengths, Weaknesses, Challenges, and Opportunities.” The results that emerged were counted to quantify results. With the themes already chosen, the consulting firm summarized these results similar to the method to summarize the Park Board/City Council meeting results. The results are in the following graphic. The “Strengths” are used in the Master Plan process for areas to accentuate in developing a plan. The “Weaknesses” are areas that should have every effort taken to correct in order to have a more successful park and greater buy-in by stakeholders. The “Challenges” are areas of stakeholder concern that may need extra attention in order to have buy-in. The “Opportunities” are ideas that the community would like to see addressed in order to create a continued sense of pride and are particularly useful in developing a Master Plan. The community felt overall Copperas Branch is a place with abundant nature with a great access to Lewisville Lake and a useful boat ramp. The community felt the park needs better access including better connection to existing trails in Highland Village and Lewisville and that the facilities in the park are outdated. The community sees the park’s future maintenance cost as well as the cost to update the park as a challenge, along with security in the park. The community would like the park to host more festivals and events along with creating a multi-use gathering space. They also see Copperas Branch Park easing some of the overcrowding in the other Highland Village Parks.



Right: The Highland Village community listed key aspects of the park.

Copperas Branch Park Master Plan

STRENGTHS



Strengths

Copperas Branch Park Master Plan

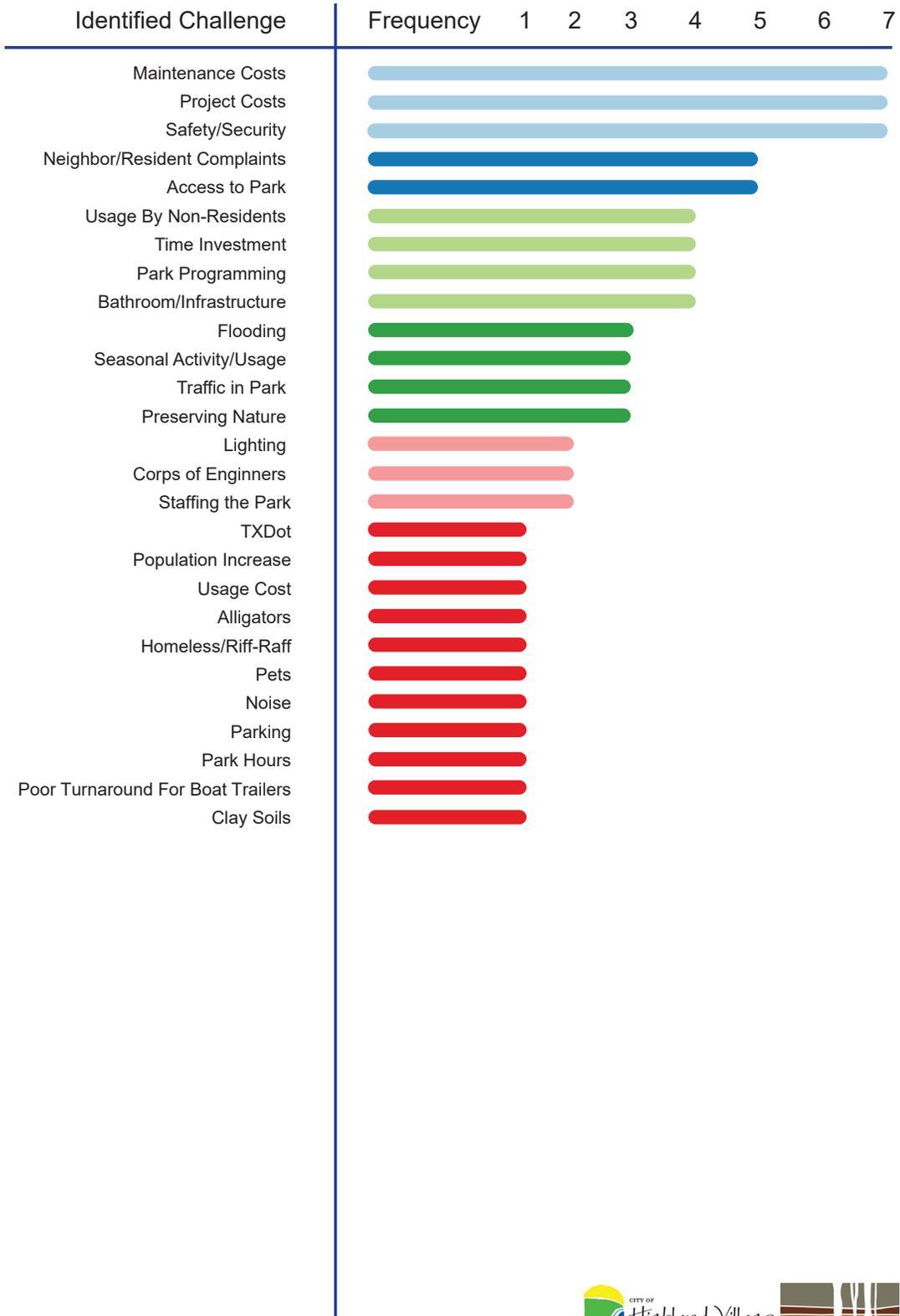
WEAKNESSES



Weaknesses

Copperas Branch Park Master Plan

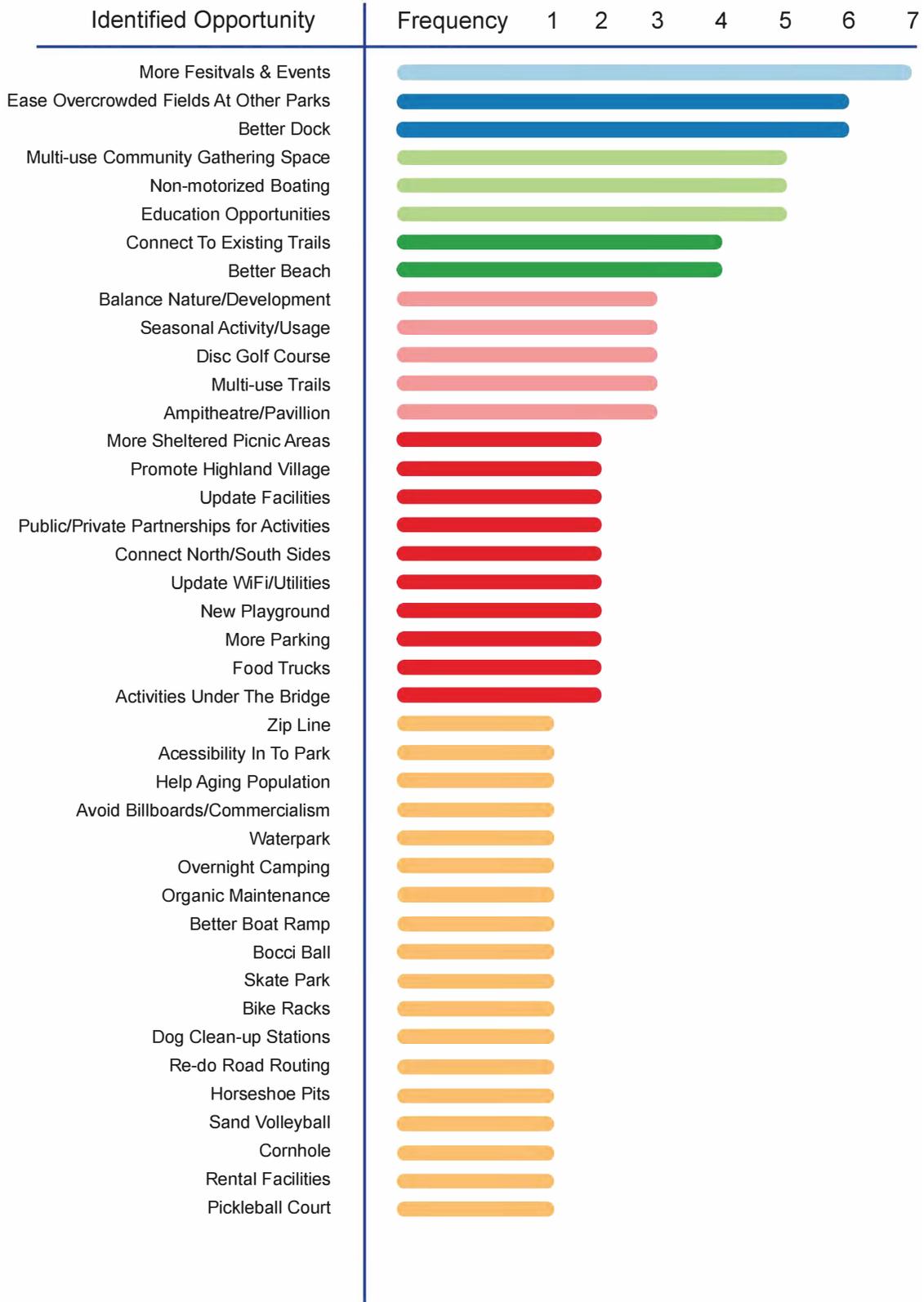
CHALLENGES



Challenges

Copperas Branch Park Master Plan

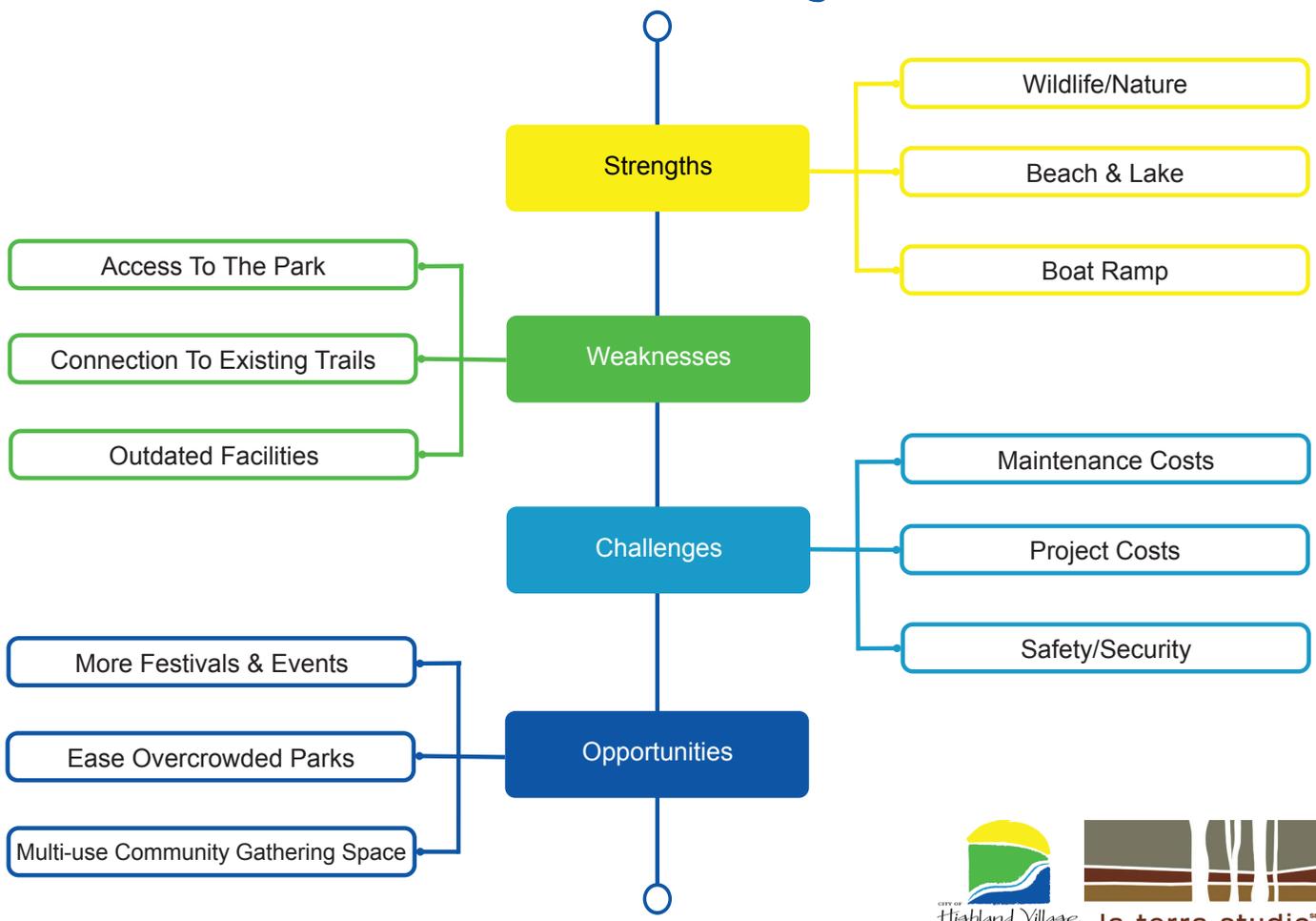
OPPORTUNITIES



Opportunities

Copperas Branch Park Masterplan

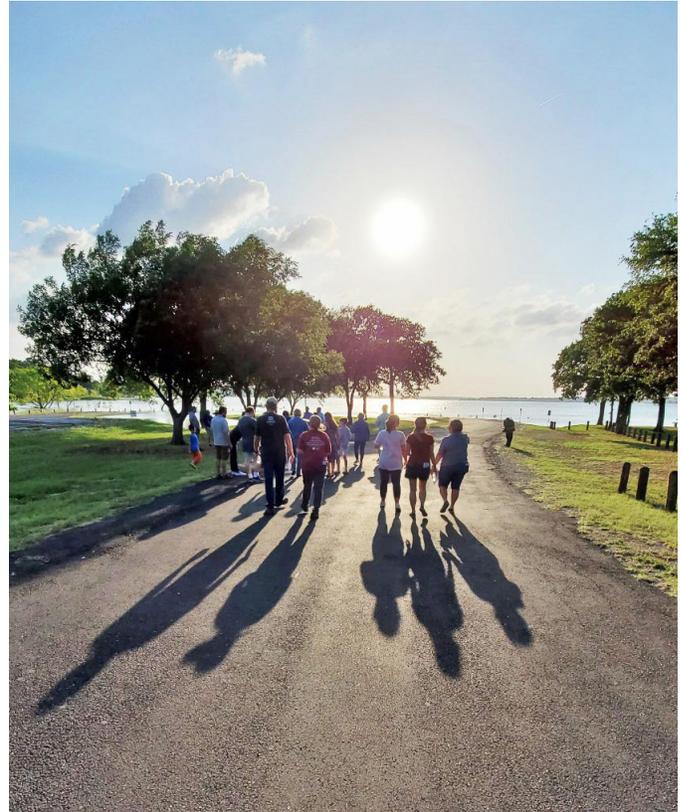
SUMMARY



Summary



WALK THE PARK



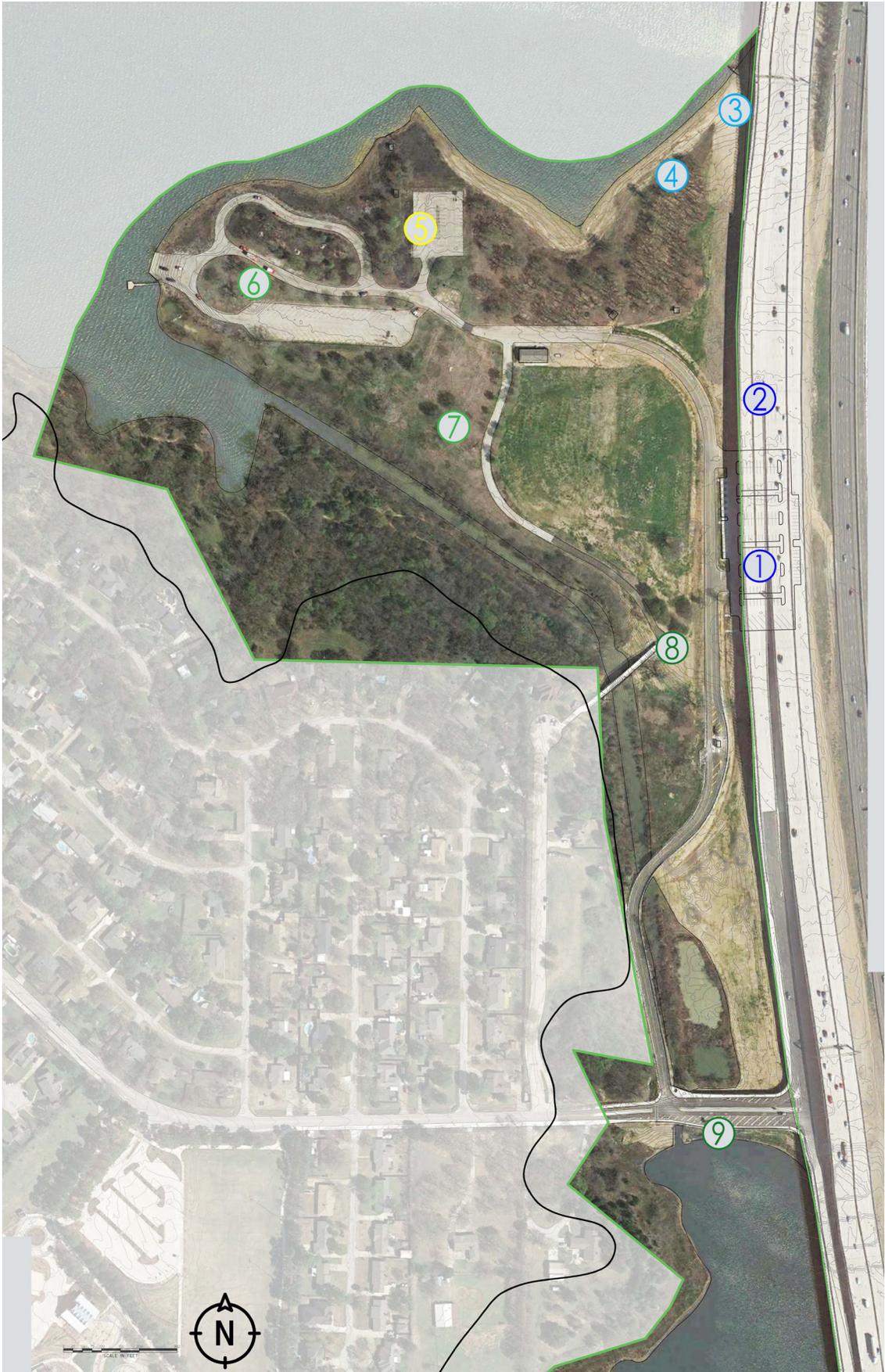
The Walk The Park tour was a chance to meet the community on-site to get direct information on the ideas they wanted to see addressed in the Master Plan. “Key Takeaways” were the results of direct and indirect observations, conversations, and note-taking by the participants. The consultants asked questions to help facilitate discussions and the results are in the graphic on the opposite page. The results of the off-site stakeholder’s meetings and this on-site

community exercise started to form a compelling narrative as a basis for the Master Plan. As stated in the community visioning section, a task of this Master Plan is taking an inventory of the characteristics and features of Copperas Branch Park and to take an inventory of Highland Village stakeholder’s overall thoughts, goals, and concerns. The Walk The Park tour helped identify many big ideas for the future project.

Bottom Left: Walk The Park participants gather under the I35 bridge. Top Left: Announcing the Walk The Park event. Above: Walk The Park participants walk down to the boat ramp.

“We would love to see a skatepark under the bridge.”

-Walk The Park participant

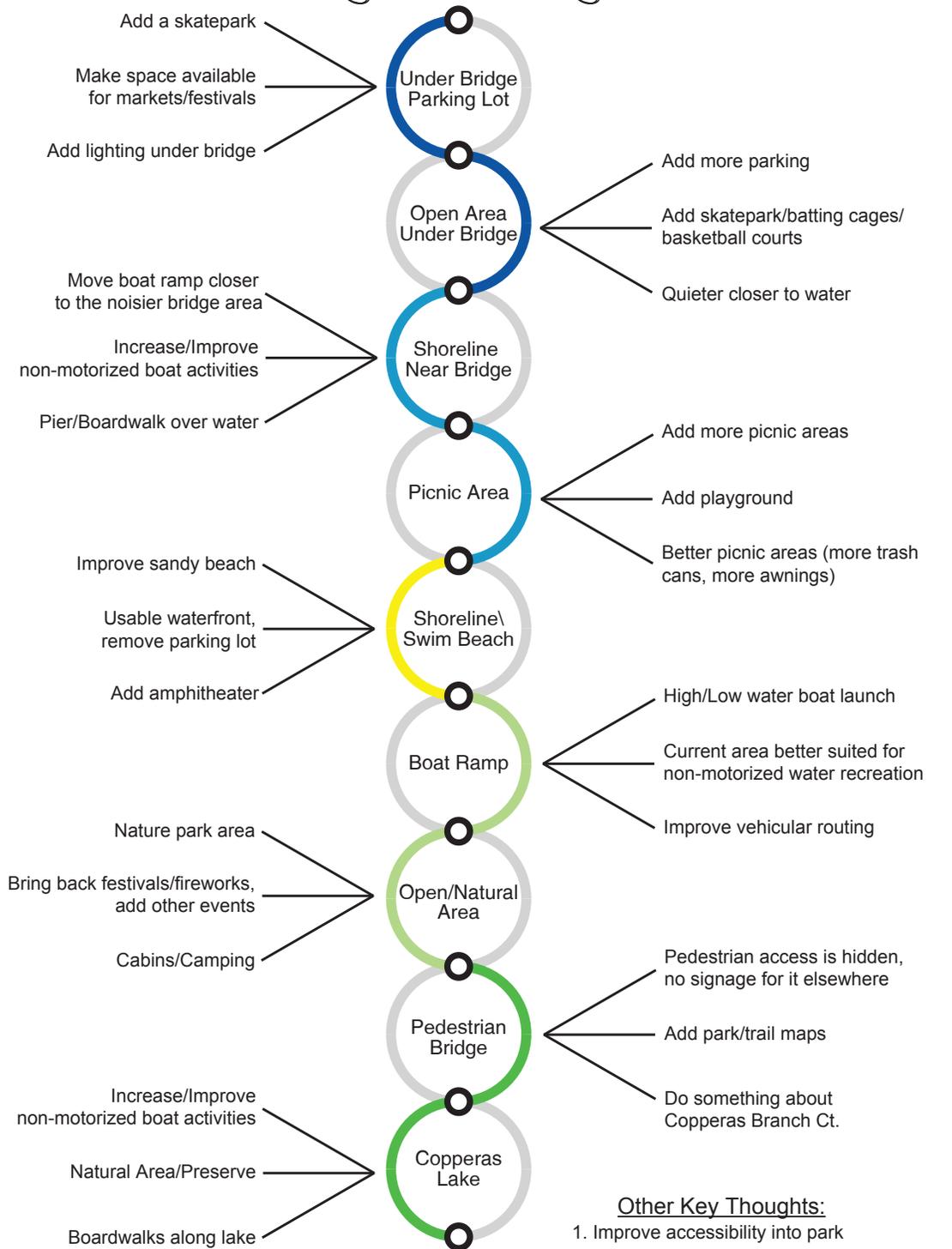


Walk The Park Stops

Copperas Branch Park Master Plan

Walk The Park - May 23

Key Takeaways



- Other Key Thoughts:**
1. Improve accessibility into park
 2. Create/improve trail system in park
 3. Create a "Friends of the Lake" group to help maintain park
 4. Traffic maneuverability/flexibility in the park

Walk The Park Takeaways



Clockwise Top Left: Walk The Park participants listen to vehicular traffic from the roadway. Top Right: Copperas Branch Park guests park their bikes in the car parking lot. Bottom: Participants gather near the lake to share ideas. Middle Left: Participants return to Copperas Branch Road from Copperas Lake. Opposite Page: Key Takeaways from the Walk The Park event.



Welcome to Speak Up HV, the City of Highland Village's online engagement platform! We know better decisions are made when our community provides input, and we want to make that easy. Contribute your ideas and ask questions about featured projects, at times that work best for you. We're excited to hear from you, so register to get started.



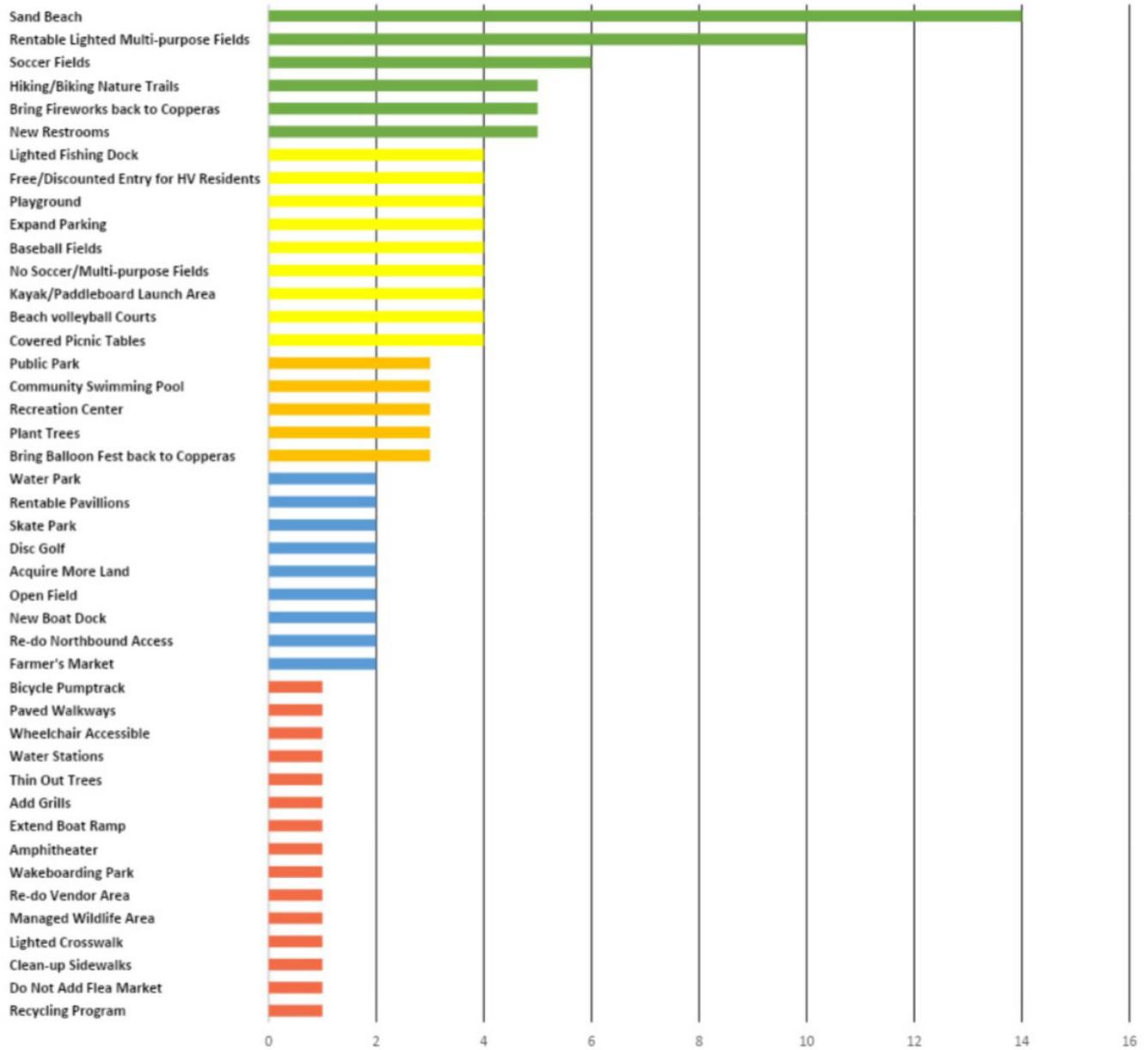
SPEAKUPHV.COM

Above: speakuphv.com was one of several tools used to gather information. Opposite page: Several reports generated from the speakuphv.com website.

SpeakupHV is a web-based community engagement tool from Bang The Table. Highland Village uses this tool as a community engagement platform allowing registered users to provide input from the comfort of their own computers. For this Master Plan exercise, users were provided a series of 360° photos to view and encouraged to share their observations, concerns, and ideas about the park. The format provided 44 unique ideas to add to the

Master Plan data that were collected through the other information-gathering methods. City staff was able to generate reports from the platform to help quantify overall sentiment. The results are listed in the following infographic. In addition, the platform provided key dates and announcements throughout the Master Plan process to keep the community informed. The site was an important tool used to help develop the Master Plan.

Speak Up Highland village - Copperas Branch Park Ideas



Speak UP Highland Village - Copperas Branch Park Ideas	
Frequency Chart	
Ideas	Frequency
Recycling Program	1
Do Not Add Flea Market	1
Clean-up Sidewalks	1
Lighted Crosswalk	1
Managed Wildlife Area	1
Re-do Vendor Area	1
Wakeboarding Park	1
Amphitheater	1
Extend Boat Ramp	1
Add Grills	1
Thin Out Trees	1
Water Stations	1
Wheelchair Accessible	1
Paved Walkways	1
Bicycle Pumptrack	1

Project: Copperas Branch Park Master Plan

Ideas: Share your ideas

No.	Contribution	Likes	Comments
1	Idea: Extend the boat ramp, during low water conditions so we can still launch our boats safely.	7	1
2	Comment: this is a good idea, it woud also be better revenue for times that other docks are not open for the city.		
3	Idea: Upgrades Description: The bathrooms need to be upgraded. In the past, many families utilized the grills. Those are no longer there. A soccer field along w th playground woud also make it more inviting. Thin out the trees so some grass might grow. More covered picnic tables. Large covered areas to reserve for parties. A separate pier for fishing.	4	1
4	Comment: Yes, a multi-purpose / soccer field w th lights that is available for rental to the public is very much needed.		
5	Idea: sw im beach, playground for everyone Description: Ex: little elm sw im beach, lake highlands playground for everyone	6	0
6	Idea: Playground Description: It woud be really nice to have a playground within w alking distance from Double Tree Park since there is not one there. It woud give another option for families w th small kids to utilize our city parks for play and recreation!	0	2
7	Comment: We have some great news for you; a new playground w ll be added at Doubletree Ranch Park this summer! The new playground w ll be located just south of the splash pad. We w ll also be adding several shade structures in the synthetic grass areas and the plaza area that is located in front of the concession stand.		
8	Comment: This is fantastic new s! Thank you for the update!		
9	Idea: Baseball Fields Description: At one time we had four baseball diamonds at the site. It woud be really nice to get atleast a couple fields again at the park and maybe some batting cages or other practice facilities. Currently we have Unity Fields for baseball and share a field at Brazos w th football or soccer. With 3 elementary schools w thn our city limits it woud be nice to have some extra places for our young players to practice and play so they don't leave and go to a neighboring city.	3	1
10	Comment: Agree!		
11	Idea: Keep the trees please! We need the shade. Like the sw im beach idea. Keep it natural!	8	3
12	Comment: agree w th keeping the trees. It's a staple of Highland Village and is something that is a resource for further development as they mature.		
13	Comment: I agree, just a sw im beach and keep it natural!		

A compilation of comments is available in the appendix of this report.



PARK CHARACTER

The north side of Copperas Branch Park is a 74.90 acre park on the shores of Lewisville Lake. It is a hub of lakeside recreation for many people including those from Highland Village, Lewisville, Lake Dallas, Hickory Creek, and other cities in the metroplex. The park is leased from the US Army Corps of Engineers and contains a boat ramp, picnic sites, restrooms, a swim beach, and parking. The park is open to the public, though there is a \$10 per day vehicle entry fee, which is paid at a fee station before passing through an entry gate.

The newly incorporated south side of Copperas Branch Park is 45+ acres that has a prominent small lake at its center with a depth of up to 10'. It is located adjacent to Doubletree Ranch Park, another Highland Village park, and has a newly constructed pedestrian bridge to link it to the City of Lewisville and near the Highland Village/Lewisville Lake Transit Station that has access to Denton and Downtown Dallas. At this time there are no other major amenities on site.

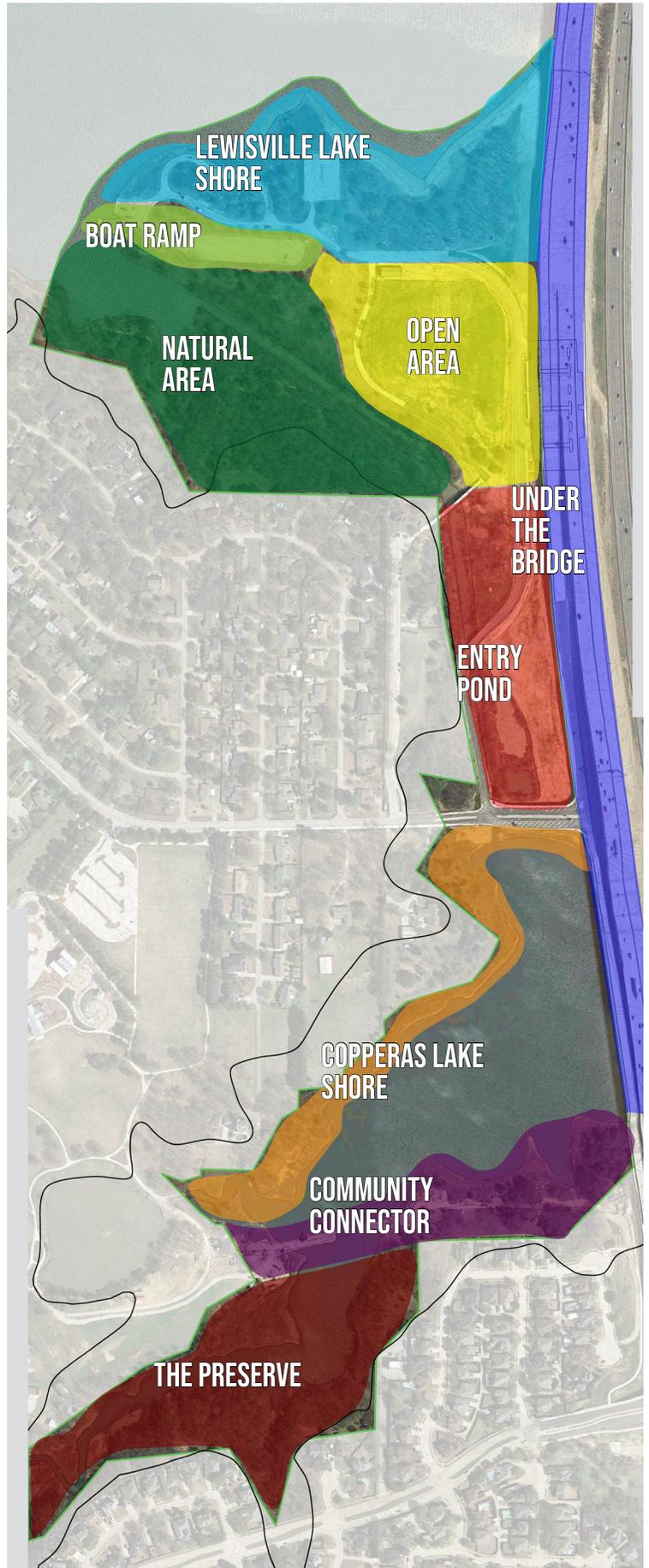
The two sides are bisected by Highland Village Road, an arterial road that is a major entry to the City of Highland Village from Interstate 35. Access into the north side of the park is achieved by the newly constructed Copperas Branch Road.

To help develop the Master Plan, the site was split into nine main character zones. Within these zones, site conditions are noted and site analysis is conducted in order to better understand the features that make Copperas Branch Park what it is today and what will be useful to make the park an asset moving forward.

CHARACTER ZONES

The large site has several defining areas that can be separated into distinct zones for analysis. The defining characteristics play a role in shaping how the park is viewed as a whole and what makes Copperas Branch Park a unique site with a tremendous opportunity for development to best fit the needs of the park users. There were six zones identified in the northern side of Copperas Branch Park and three on the southern Copperas Branch side for a total of nine identified character zones examined.

-  UNDER THE BRIDGE
-  LEWISVILLE LAKE SHORE
-  BOAT RAMP
-  NATURAL AREA
-  OPEN AREA
-  ENTRY POND
-  COPPERAS LAKE SHORE
-  COMMUNITY CONNECTOR
-  THE PRESERVE



Top Left: Look out over North Copperas Branch Park and Lewisville Lake.

UNDER THE BRIDGE

The newest feature in Copperas Branch Park and the most dominant is the looming I-35E elevated lanes. This freeway helps create the Under The Bridge zone along the easternmost edge of the park. The zone occupies just under 16 acres and rises from grade to points varying 6' to 30' above the park. Along Copperas Branch park the 35Express roadway is .81 of a mile long and stretches from Lewisville Lake all the way to the Lewisville city limits. The freeway has 8 lanes of southbound traffic with two dedicated lanes exiting 35Express and serving as the main feeders into Highland Village and is from 145' wide up to 170' wide in this zone. TXDoT built a parking lot under the bridge which contains 182 total spaces, 7 of these angled trailer parking spaces and 6 ADA spaces.

This zone has several environmental challenges. The first challenge is the dynamic nature of Lewisville Lake. Areas under the bridge have been impacted by the effects of high and low water levels that washout the soil placed back under the bridge post-construction. The amount of usable land will vary under the bridge depending on the current pool levels of Lewisville Lake. If the wind comes out of the north or the west, it blows undisturbed



across the lake directly into the park and is pinched by the bridge creating a wind tunnel effect. These constantly changing conditions create a difficult environment to plan for.

Overall drainage under the bridge is another challenge. Rainwater is collected from the roadways overhead and drains the water into downspouts under the bridge. Depending on location, this water falls from heights up to 30' above the area under the bridge. No formal drainage was constructed below the bridge, which causes this water to stand in many locations and create drainage channels in the soil in other areas. The soil eventually gets channeled down to the lake creating a net loss of soil on-site and contributing to the over-siltation of the lake.

The soil conditions under the

bridge are poor. The soil itself is clay dominant with very low organic matter to support vegetation growth. The clay content also contributes to the washout during heavy rain events, cracking during prolonged periods of drought, and wind erosion during extended periods of high wind. Addressing the adverse soil conditions will be important moving forward.

A unique challenge to this site is the obtrusive noise environment, which happens for two reasons. The first is the northbound traffic of 35Express is at the same grade as the area under the bridge which causes the noise levels to increase as traffic increases or when particularly loud vehicles pass by such as 18 wheelers. The second noise challenge is caused by the split of southbound 35Express coming down to

- ### Challenges
1. Effects of constantly changing conditions of Lewisville Lake
 2. Drainage
 3. Site soil conditions
 4. Noise nuisances
 5. Limited parking during major events
 6. Potential access to freeway traffic
 7. Outside regulatory agencies

Below: Scale of bridge at the parking lot allows for active gathering spaces. Top left: Parking lot and space between the two bridges. Bottom left: Under the bridge down to the water's edge.





Above: The area along Lewisville Lake under the bridge. Right: Right-of-way next to Copperas Branch Lake.

create the exit to Highland Village. This sends noise directly down to the ground level, which bounces back upward to the freeway deck creating a noise echo condition. The loudness is not inviting to being under the bridge for extended amounts of time in this area.

Though there is a parking lot built in this zone, the parking is insufficient during major events held in Copperas Branch Park. There are 182 spaces under the bridge, six of those designated ADA parking and seven parking spaces for boat trailer parking. The six ADA spots are located outside of the bridge canopy and do not offer protection from sun and rain like the other spots do. The seven trailer parking spots are angled pull-in spots and do not offer the efficiency of pull-through parking. The lot has a gate that can be closed for any situations that need it.

With the northbound I35 lanes on the same plane as the zone under the bridge, there is a safety risk to park users directly accessing lanes of traffic on the major highway. There is between 75' and 90' of TXDOT right-of-way between the two areas, however there still exists a possibility of dangerous situations to occur and a fence or vegetated barrier should be considered to cut off access between the two areas.

“I would love a pathway to the water wheelchair accessible, a dock to fish accessible and parking and walkways paved...”

-Tjrothe 9 (speakuphv.com)

Outside of the site feature challenges that need to be addressed, there will be additional regulatory challenges in getting approval from TXDOT and The Corps of Engineers for any scope of work in this zone. Also going forward, there will be further expansion of the 35Express northbound lanes in the near future. The impacts of that project on Copperas Branch Park are not yet known. The two agencies have offered their support for the project during previous meetings with Highland Village officials and throughout this Master Plan effort.

Under the Bridge provides many opportunities to address these challenges. The freeway deck overhead provides an amenity by sheltering the area below from rain and sun. There is potential for active gathering space provided by this shaded environment that can be useful for recreational activities like youth multi-use fields, skate

parks, batting cages, and formal sports courts. There is a significant right-of-way between the area under the bridge and the northbound I-35E lanes. This area has great potential to serve as a connection to the south side of Copperas Branch. This trail could join to the Highland Village trail system in Doubletree Ranch Park and with the existing Lewisville trail system.

Under the Bridge zone along the shoreline of each body of water is an area that has several potential opportunities. A boardwalk or deck area could be built out over the water to provide space for fishing on both lakes. The deck could also be used for educational opportunities or gathering spaces and could accommodate trail activities. This area could also be used by third-party vendors to provide non-motorized boat activities like paddle boards and kayaks with an added launch area for

those activities. This space on the Lewisville Lake side could be used for the main boat launch and additional trailer parking. It provides a moderately sloped grade down to the water and the bridge is high enough above grade to park trailers and other vehicles using the boat launch. It would also bring together the vehicular use zones instead of spreading that out throughout the park.



Opportunities

1. Sheltered gathering spaces
2. Trail connections
3. Deck or boardwalk for fishing or education
4. Third-party vendor opportunities
5. Non-motorized boat activity
6. Boat launch

LEWISVILLE LAKE SHORE

The Lewisville Lake Shore represents the main attraction to Copperas Branch Park. The area is around 10.5 acres next to the lake and has been used as a recreation hub for several decades. The area has around 2,100 linear feet of shoreline, depending on the conservation pool level. The top of this conservation pool level is 522' elevation. The zone also contains 18 formal picnic sites, some covered with a formal shelter, others covered by the canopy of trees. The canopy of trees primarily contains post oaks, but there are several cedar elms, live oaks, and others that provide shade near the shoreline. There is a dedicated parking area in the zone containing 51 parking spaces and an additional rectangular informal space used for parking between the parking lot and Copperas Branch Road. The bathroom and concessions building sits adjacent to the area and provides a location to change clothes.

This zone has the largest direct connection to Lewisville Lake of any other zone and therefore is impacted the most by the varying nature of the lake. The lake conservation pool level is 522' elevation, which it meets only 33% of the time. In fact, according to the Corps of Engineers data,



between 33% and 100% of the time the pool elevation is at or below the conservation pool elevation. The Lewisville Lake Dam spillway elevation is at 532' elevation, which the lake level exceeds less than 2% of the time. The fluctuation of water level from flood level to conservation level can effectively increase or decrease the amount of usable space in this zone by up to 86%. During the times when the lake is at flood pool elevation, the zone has different challenges that have to be addressed. The excessive water has washed out and much of the soil on site.

Trees have fallen during previous high water events eliminating some of the unique tree canopy. The parking lot and roadway to the boat ramp shows signs of washout, though efforts have been made to preserve the infrastructure. Many of the picnic areas have been inundated with water previously and the pad sites show the effects of soil washed out while the grills on site have been removed on account of degradation. Also, picnic sites with shelters show signs of severe oxidation and may need to be replaced. The extreme changes in lake water levels will make long term



Above: Lewisville Lake shoreline.

development a difficult process to plan. The majority of northern Copperas Branch Park's site drainage occurs through this zone. Rain run-off is transported through the shoreline area and has created several drainage swales. Dedicated drainage is needed to effectively channel the rainwater away from high use areas, as years of erosion have damaged this area.

Like the zone under the bridge, this area is also affected by the road noise of I-35E. Park patrons are showered with a wall of constant road noise. Though the noise is a nuisance, the visitors regularly come back. Mitigating this noise should be a high priority in redeveloping the park for a better overall experience.

Parking in this zone is limited to one formal parking area and one informal parking area. The parking lot contains 51 spaces with no ADA parking. The lot is steeply sloped from the interior park area towards the lake and has been used for a parking area for around 40 years. The site was most likely chosen for proximity to the swim beach. The parking lot has been submerged with water before and the northern edge of the parking lot has been reinforced with rip rap to keep from washing out.

There are many other peripheral items in this zone that add up to meaningful challenges that should be addressed.

*“Would like to have a sandy beach area and a place to put in kayaks”
-Walk The Park participant*



Above: Lewisville Lake shoreline during flood pool level and at normal pool level.

It equates to a park that has not seen many significant updates throughout the years. Fishing is undoubtedly a major recreation activity associated with lakes and there is no formal fishing area in this zone. Copperas Branch Park previously hosted the Highland Village Balloon Festival and the Celebrate Highland Village Fireworks. There is currently no formal gathering space in this area. Safety should always be paramount and providing adequate lighting is a necessary element. This area is not properly lighted to provide adequate safety or to continue recreation activity effectively after sunset. The current concession and bathroom

facility had showering facilities previously but were taken out because of drainage issues. Adding a formal bathhouse or wash-off accommodations to rinse off after swimming should be considered.

The Lewisville Lake shore provides great opportunities to make Copperas Branch Park a signature park in Highland Village. Perhaps the greatest asset in the park is the relationship of the park to the lake. The park has unobstructed views across the lake and is the setting for numerous incredible sunsets to the west. The natural geography of the park is suitable for a pavilion that looks out over

Challenges

1. Effects of constantly changing conditions of Lewisville Lake
2. Drainage
3. Noise nuisances
4. Parking insufficient and in area desirable for other uses
5. Dated facilities
6. Safety concerns
7. Lack of recreation facilities



the water with wonderful views. A showpiece pavilion would also serve as a landmark and bring people to the park from the water. The views from the shoreline are an asset and rare in the Dallas/Fort Worth metro area and should be invested in to maximize potential.

The lake also provides numerous recreation opportunities not fully achieved as it is currently used. The swimming beach should be improved to continue bringing more patrons into the park. Providing an upgraded sandy beach and being able to maintain the beach would also help create venues for sand volleyball and other beach activities. There

is also an opportunity to move the boat ramp from its current location closer to the I-35E bridge to collate similar vehicular use and noise characteristics. This would also provide the opportunity to extend the swim beach around the point to take advantage of the view shed and the more tranquil residential area of the lake. Providing a public access point for non-motorized watercraft would be a unique opportunity as there are not many public access points on the lake. This amenity would help facilitate lake recreation outside of motorized boating and create an opportunity for third-party vendors to come in and help develop the park.

Opportunities

1. Make Copperas Branch park a signature park by promoting relationship with Lewisville Lake
2. Improve and increase recreation opportunities
3. Create unifying standard by adding and updating facilities
4. Reorganize parking
5. Provide safe access to the water
6. Dedicated fishing areas

Another recreation opportunity that could be partnered with a kayak or canoe launch would be a fishing pier. The only on-site structure is a dock used to hold boats for loading out and fishing from that is prohibited. Fishing structures would be a big draw in this area or elsewhere in the park. With the draw of water or nature views, a trail system through this part of the park would be a valuable recreation addition. The trail should be close enough to see and invite lake activity participation but not too close to interfere with patrons.

Improvements in this area should include updating the picnic facilities. Pad sites need overall updates for maintenance and safety reasons, but this would also provide the opportunity to ensure sites are ADA accessible and provide the most efficient use of space. The sites should offer adequate shelter from the sun, provide a container on the pad sites or near to each site for refuse, and be sighted to minimize the impact of high water events. Upgrading the picnic sites to match any landmark pavilion would create a sense of identity for the park and establish a unique character such as what is shown at Doubletree Ranch Park.

Given the proximity to the lakeside and the invaluable vistas across Lewisville Lake, the parking lot location needs to be reviewed. A comprehensive view of the park dictates the importance of having adequate



Above: Two picnic sites set in Copperas Branch Park. Right: The amount of parkland in different lake pool elevation stages (images sourced from Google Maps).

parking in the area, yet the site character indicates the value a lake shoreline is to a site. The parking should be moved to an area better suited for the necessary use and should provide plenty of spaces including ADA parking to accommodate a busy or holiday weekend crowd.

These potential improvements should all be made with the Lewisville Lake 522' pool elevation in mind. It would be more effective from a maintenance and sustainability

standpoint to build or make improvements closer to the 532' spillway elevation to help prevent any damage or loss during high water conditions. It should also be taken into consideration that in extreme flood conditions the lake can reach the 537' elevation. Improvements between above the 532' in this zone should be constructed to withstand periodic flooding.



532' Flood pool elevation, +/- 3.5 acres of shoreline area.



522' Normal pool elevation, +/- 10.5 acres of shoreline area.



515' Conservation pool elevation, +/- 15.5 acres of shoreline area.

Stages of Lewisville Lake Shore

The US Army Corps of Engineers manages Lewisville Lake at a pool elevation of 522'. The pictures on the left show Copperas Branch Park in three stages of pool elevation over a 3.5-year span and represent the fluctuations of the lake level over a relatively short amount of time.

The top photo shows the park with the water at a flood pool elevation of 532'. The usable shoreline area is around 3.5 acres with the water encroaching into the tree line. Also at this level, the boat ramp becomes inoperable and the shoreline parking lot is flooded and unusable. Overall the flood pool elevation decreases the shoreline area by 71% from the standard pool elevation level.

The second picture shows the conditions of the shoreline area at the 522' standard pool elevation with the usable space around 10.5 acres. The shoreline is in good proximity to the shaded tree line and to the picnic tables provided at the park.

The third picture shows the shoreline during conservation pool levels. At 515' elevation, the usable shoreline area increases to 15.5 acres, a 48% increase of the shoreline area. The boat ramp remains viable until Lewisville Lake reaches a conservation pool level of 511'. Though there is more usable space, the shoreline usage may be precarious.

BOAT RAMP

The Boat Ramp Zone is on the northwest side of Copperas Branch Park and covers about 2.5 acres. The ramp is a source of income for Highland Village as a number of park fee payers come in to launch their boats. Users come in from Copperas Branch Road and veer to the right to the road that follows the lake shoreline. Those that do not wish to use the boat ramp loop around to the middle road and back away from the boat ramp area. Those that use the boat ramp follow the entry road to the third branch which provides space to turn and back in their boats for launching. Once the boat is launched, the vehicle and trailer continue to the parking area that contains 48 angle-in parking spaces, two of those dedicated for ADA parking. There is no other parking available for vehicles without trailers in this zone. The boat ramp can accommodate boats of all sizes that use the lake. Dimensionally, the ramp is about 55' wide with the bottom elevation of the ramp at 508.5'. The US Army Corps of Engineers have conveyed the ramp would be closed for low water when the lake drops to 511.5' pool elevation. The other boat ramps on Lewisville Lake are set at similar elevations. The boat dock is a 240 square foot floating deck that has signage



disallowing fishing from both dock and ramp.

The main challenge associated with the boat ramp is the ability to remain open in all conditions to provide access to the lake for boaters and a revenue source for Highland Village. The ramp is unsafe to use during high water events and similarly unable to be used during drought. As a source of funding for Copperas Branch Park, the boat ramp being open at all times is important.

The road routing should be re-examined for efficiency. A desired path has been worn on

“...water sport launch area for kayaks and canoes; crew house for lake activities; boardwalk with good lighting; water stations, bike racks...”
-Cheers285 (speakuphv.com)



Road routing to boat ramp.

Above: Map of the road routing in the Boat Ramp zone.

the eastern edge of the boat parking lot because it is inefficient to loop around at the end of the parking lot, exit the parking area then loop back on the main Copperas Branch Road. Instead, vehicles reach the end of the parking lot and traverse over the grass back to Copperas Branch Road. Additionally, the entry road near the lake is sometimes closed during high water events, routing vehicles through the wrong direction of travel. The routing also encircles a portion of the picnic area, creating a risk environment for park patrons having to pay extra attention if they bring their kids or pets also having to cross a roadway to get to the Lewisville Lake shoreline. With three different

roadways, valuable open space and Lewisville Lake shoreline is given up for dedicated vehicular travel.

The parking lot contains 48 angle-in trailer parking spots. The need for this number of spots should be reassessed as it seems roughly twice the number of trailer parking spots needed. The parking lot could be repainted to add vehicular parking for vehicles not carrying trailers that want to use the park. The desire path at the back end of the parking lot indicates the inclination to drive straight through the back of the parking lot over the ground instead of circling around at the back end and remaining on the dedicated road to exit the park.

This is causing ruts to form and creating an additional challenge to fix in the future.

The boat dock creates several challenges to be addressed. The dock juts out from the farthest point on the peninsula and is

Challenges

1. Impacts of high and low lake levels
2. Road routing should be reworked
3. Fishing pier needed
4. More efficient parking
5. Environmental considerations

greatly affected by the wind. If launching a boat and needing to tie off to park the vehicle with a trailer, the dock sits in an area that catches most of the wind and would cause the boat to be moored in an unstable location with or without supervision. The size is also problematic for holding more than one boat, which the boat ramp does accommodate. Next, fishing is prohibited from the dock. Many of the residents have expressed the desire for more fishing opportunities. With the limited square feet available, this dock would not be an ideal structure to support this activity and provide temporary mooring for boats.

The overall stature of the boat ramp in the hierarchy of needs should be considered. The boat ramp occupies a significant percentile of available resources, yet the function is designed to accommodate activity in locations other than Copperas

Branch Park. Though the use is necessary and welcomed by Highland Village with a park entry fee, there should be a re-evaluation of the amount of impact on the site is supported and whether the funds are adequate to maintain the use.

As with the other two zones previously discussed, all environmental factors should be considered. Maintaining water quality and managing the shoreline to prevent washout are important considerations. The impact and elimination of zebra mussels is also a factor at most boat ramps on Lewisville Lake. Facilities should be provided to help clean, drain and dry each exiting boat to prevent the further spread of zebra mussels.

The potential for this zone might be a little more straightforward. There is a need for a low and high water boat launch that is able to accommodate many boats. The

site should be considered closer to the proximity of similar uses such as near the bridge area. The launch needs to provide a safe and adequate boat dock to temporarily park boats while trailers are parked in a safe and secure area. If fishing is not permitted on the boat dock, additional facilities should be provided such as a dedicated fishing pier. Parking could be combined with other zones that need parking to prevent large massing of underused parking areas. All of these areas should be lighted in order to extend hours of operation beyond sunset and provide a safer place. A bait stand may also be useful to sell bait and ice. This would also provide another opportunity for a third-party vendor to partner with Highland Village to serve Copperas Branch Park.

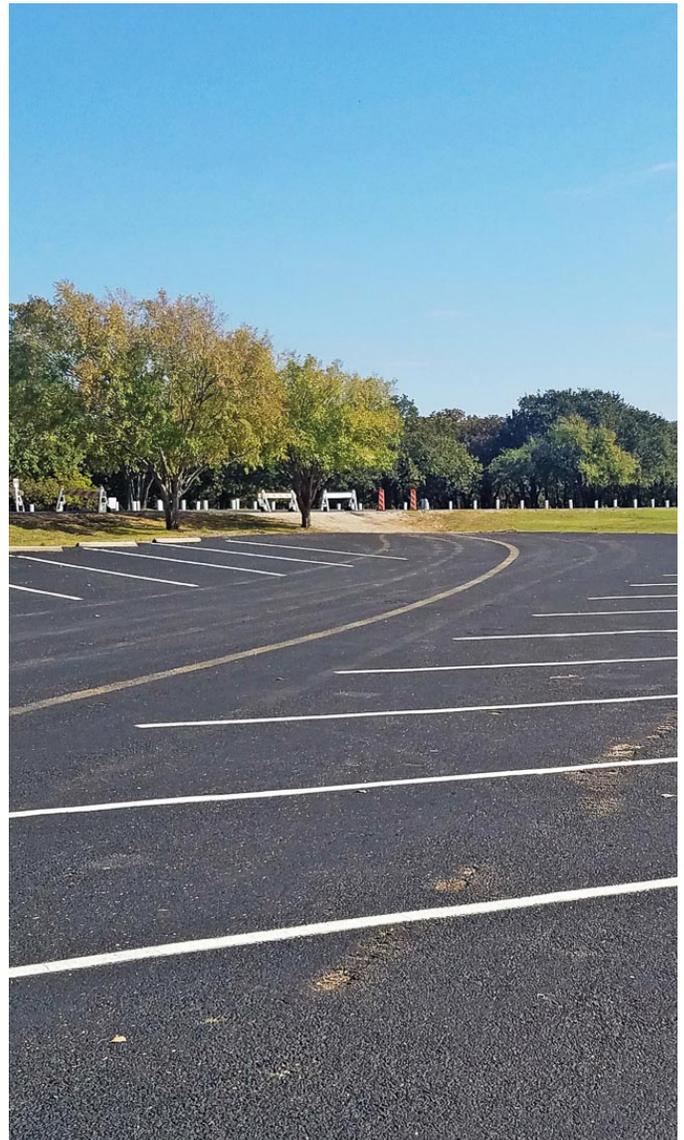


Opportunities

1. Low and high water boat launch
2. Boat dock with slips and a fishing structure
3. Shared parking with other use
4. Lighting to extend hours of operation and provide safety



Above and Opposite: Boat Ramp at normal pool elevation. Below: Boat ramp is closed for high water. Bottom Left: Boat dock is cut-off from the park during high water and signage prohibiting fishing. Below right: Desire path in and out of parking lot.



NATURAL AREA

The Natural Area in northern Copperas Branch Park has roughly 19.50 acres. It is a relatively undisturbed patch of heavily wooded area on the western edge of the park. The zone borders the Lakewood Estates neighborhood and is characterized by a semi-dense forest that is bisected by a channel that runs into the park. The northern edge of this zone runs into Lewisville Lake and the southern end of the zone is crossed by a new pedestrian bridge installed to connect Copperas Branch Court with Copperas Branch Park. The zone is habitat to many types of fauna that can be easily seen venturing in and around the park. The channel connects Lewisville Lake to the entry pond and is relatively shallow but is generally seen holding water. Most species of fish that are found in the lake can be found in this channel.

This area presents several challenges. Access to this area is difficult as it is surrounded by many physical barriers. The lake cuts it off from the north, the channel cuts it off on the east and private property restricts access on the southern and west edges. It will be necessary to adopt several access points to allow the use of the area in any future development. This is particularly



relevant when considering future adaptations for the site like adding cabins or other similarly adapted structures. This unique notion and possible benefit for the park seems like a novel approach considering the environment and space available. The likelihood of the cost far outweighing the benefit is probable given the limited access to the area and the cost to add the infrastructure that would be necessary to accommodate those particular uses.

The Natural Area is mostly overgrown after many years of not being used. The area will

Challenges

1. Access to natural area
2. Getting the area into park shape
3. Maintaining the area
4. Balancing use potential with neighborhood relationships

Opportunities

1. Trail connections
2. Deck or boardwalk for fishing or education
3. Camping
4. Non-motorized boat launch and activity

need to have careful mitigation to reduce the severity of overgrowth and provide access to a useful natural environment. Careful attention should be paid to keep and foster the native plant species while any invasive species that have thrived with the lack of maintenance should be eliminated. Maintaining this area will be positive for the park although it will add to the overall scope of maintenance work that had not been previously addressed.

With the area bordered by residences, there will need to be careful attention on the interaction between the zone and the private properties. How the park affects the private residents should be heeded with each decision made. Avoiding trespassing, noise nuisance, and other similar local government regulations will be important to how this zone is developed and how the neighbors are affected. Copperas Branch Park should be an asset to park patrons and park neighbors.

The opportunities in this zone will help transform the character of Copperas Branch Park. Once the access points into the zone are determined, the site could be the setting for a wonderful



Above: Kayaker paddling through the channel.

trail section navigating through the trees and over the channel. Boardwalks can elevate the users over the water and provide unique vantage points along the way. The woods will provide shade and house the fauna for interactions with the natural environment. Interpretive signage could be added to provide education on the history of the lake, the park, or any number of topics pertaining to the site.

Places for camping could be established if the right sites are found and given adequate facilities. The site would be a practical approach to providing an outdoor activity such as camping in an environment that may be preferred for groups not wanting to camp in areas outside of the city.

This area would be very good for passive lake recreation access.

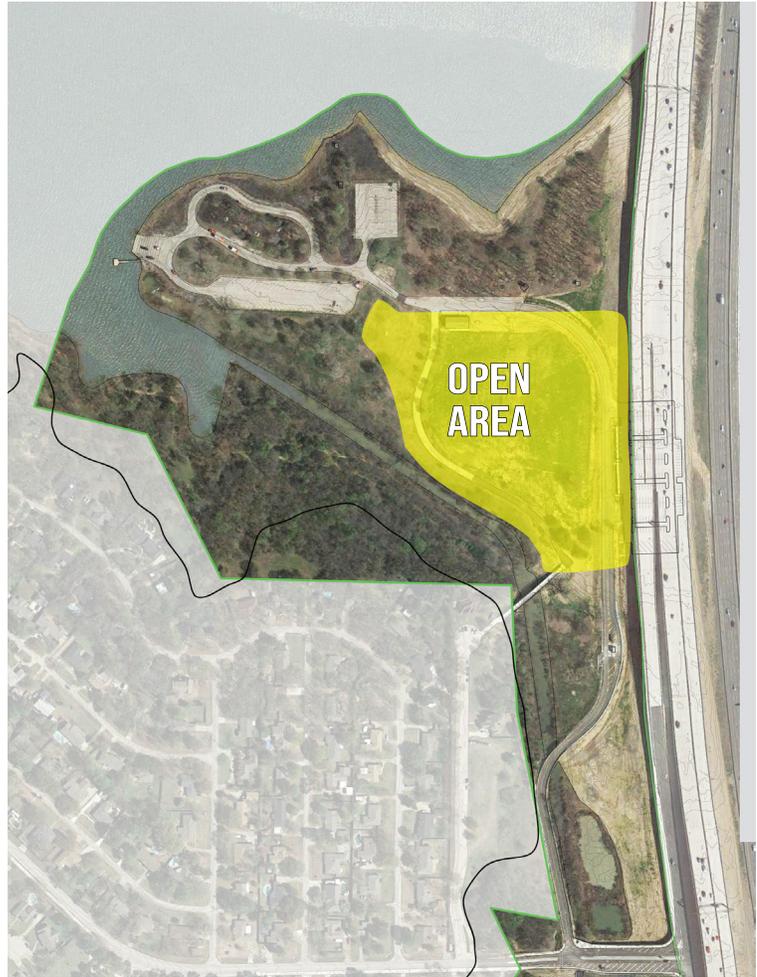
The shallower channel could provide an entry point for a paddle launch. The inlet that creates the channel provides adequate shelter from the larger waves and effects of wind that occur in the larger lake area but allows entry onto the lake if desired. Also, this area is away from the noise and activity near the roadway, which would be better for a more passive experience. This setting would also provide a good opportunity for fishing facilities. It has a natural environment already established and the mostly undisturbed channel is a good habitat for many fish species.

“I like the wild sections of the park”

-Park board member

OPEN AREA

The Open Area has two histories. The first is how the area was used preconstruction of the 35Express project and the second is how the area was used during the 35Express project. The Open Area is around 9.50 acres in the center of the northern half of Copperas Branch Park. It is tucked between all of the other zones of the northern section of the park and begins just after passing through the fee station that was installed when the park re-opened. This area was an open field during the early years of Copperas Branch Park's history but eventually was converted to practice fields for various sports. There were four baseball diamonds in the center facing outward from the home plate areas. There were also practice soccer fields around the perimeter of the baseball fields. The zone had a large parking lot upon entry to the park that supported the practice fields. The area also had a fee station



facility through the parking area on the roadway into the park. The site includes a building that contains a concession area, men's and women's restroom, and maintenance or storage rooms. The area had few trees prior to the massive construction project

Below: Panoramic view of the open space area.





- ### Challenges
1. Impacts of construction staging in this zone
 2. Dated bathroom/ concession building
 3. Overhead power lines and other utilities
 4. Address roads going through zone

Left: Various utility services on-site will be buried in accordance with state law regulations.

and even fewer after the project. The construction project began in 2014 and was completed in 2018. The majority of the staging for the bridge construction happened in this zone. The area contained many of the things you would find in a construction zone such as temporary buildings, heavy construction equipment, vehicles, supplies, and temporary construction roads, and the construction project contributed to many of the challenges the area faces. The annual Celebrate Highland Village fireworks and Lions Club

Balloon Festival were held on-site prior to construction. These two events are important gatherings for the City of Highland Village and were moved to Unity Park within the city.

The big challenge in this zone is most of the Open Area was severely compacted during the project. This would impact soil conditions, and though efforts were made to address construction impacts, it could be assumed for any development moving forward the soil condition will need to be

addressed. Not only the effects of soil compaction, but any possible hazardous material and spills like diesel fuel or oil leaks in the environment should be reasonably investigated.

The current multi-use building has several amenities useful for the site, but a careful review of location and needs assessment should be conducted to make sure the building is properly servicing the park. The 2000sf building does have men and women’s restrooms and concessions facilities. Since the building was built 20 years ago the facilities may need to



be upgraded to accommodate the current needs of the park. Considerations for reconstructing the building above the flood pool elevation is one option to examine. The city would be able to construct a building suited to their exact specifications, however doing so could trigger contingent actions by the Corps of Engineers elsewhere on the site. Another option is constructing a building on the current elevation with building specifications that would allow for periodic flooding. This option may limit the scope of building design but would provide the most workable solution.

The zone currently has overhead lines crossing the middle of the open area. Burying the overhead lines should be considered in order to effectively use the open space. There is also a fire hydrant service located near the power

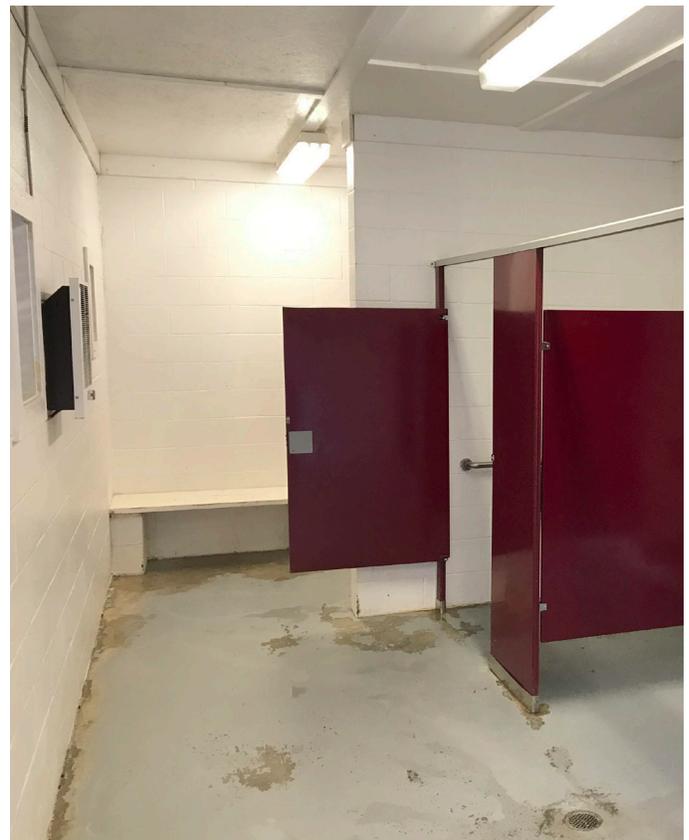
service poles that will need to be considered. These actions would provide a safer environment for play activity or recreation moving forward. It would also increase the visual appeal to any structure or feature put on site. Elsewhere in the zone are power stations set to provide electricity for food trucks or other service/recreation vehicles. This may be an effective method of providing power for this specific need but that need should be re-assessed based on the priority of having and hosting events on site.

The Open Area Zone has two roads in it for ingress and egress. These roads provide access to the other zones in the park for vehicular traffic. These roads are also used as a trail system by current park visitors. The road along the western side connects to the main entry road at the concession and bathroom facility

Opportunities

1. Recreation fields
2. Multi-functional green space
3. Signature civic building that anchors site

Below: Inside the men's restroom. Bottom left: Southside of building showing concession and maintenance entrance. Top left: Northside of building showing restroom entrances.



but does not connect elsewhere. This road previously served as the main access point to the boat ramp from the park's main parking area. The road does connect now to the pedestrian bridge that crosses the channel in the Natural Area Zone and it also serves as an emergency vehicle entrance if Copperas Branch Road access is blocked. Road routing efficiency should be considered to best use the space in the Open Area Zone.

An opportunity for this area is to bring back the multi-sport fields that were once at the location prior to 35Express construction. In order to make this happen, the site would need to have proper grading to ensure adequate drainage, lighting installed, and enough dedicated space to support several fields. If the inclination is for a less formal field, the area can be used for

open green space to toss a Frisbee around or host events like gladiator runs or adventure races so other Highland Village parks could be used as formal recreation fields.

There is the opportunity for a signature Highland Village public building to anchor the site that would serve several purposes. With its prominent location near the I-35E main lanes, it would be perhaps the first main building traffic would see upon entering Highland Village city limits and be a first visual greeting to welcome people into the city. The building could also be valuable space to house additional city offices and expand the flexible space the city could use for much needed storage for instance. Having a presence outside of the municipal center building would be beneficial by decreasing traffic and parking burdens in

a central civic center, increase the presence of the city outside of the civic center, and provide more meeting space or polling centers if needed. Constructing this structure would require special care in placement and size as previously noted.

A great benefit for combining a signature civic building of this scope with a large open green space is hosting large special events on-site once more like the Celebrate Highland Village Fourth of July event or bringing new special events to Copperas Branch Park.



*“We love Copperas Park! Please bring back the annual fireworks show and the Balloonfest to Copperas.”
-Gdjlsj (speakuphv.com)*

Left: Power pedestal

ENTRY POND

The Entry Pond Zone is the area tucked between the 35Express access road, Highland Village Road, and Copperas Branch Road. The 10-acre area is characterized by a number of features. The 35Express access road represents a hard edge along the eastern border. The roadway rises up to 30' over the area and prevents pedestrian access to the park until Copperas Branch Road. Copperas Branch Road was built to provide access to the park after the construction project was complete. The roadway enters the park along the western edge of the property, then crosses over the channel to provide entry access at the fee booth and gate. The channel provides overflow drainage from Copperas Branch Lake to Lewisville Lake, which holds a higher volume of water. Though the channel passes next to the ponds and can overflow to become a part of the entry pond, the channel is a separate entity. The entry pond is at the base of a graduated slope built up from the base of the 35Express structure. The entry pond is actually two distinct ponds with a land bridge in between. The pond area was mostly unaltered by the roadway expansion, having been present prior to the project. The fee station building was added with the new Copperas Branch Road.



The station was built to provide a more organized process of entry into the Copperas Branch Park. The final new characteristic is the new pedestrian bridge built from Copperas Branch Court. The pedestrian bridge provides an alternate entry point from the adjacent neighborhood into the park and is capable of emergency vehicle load rates. The new bridge, however, does not connect to Copperas Branch Road. Prior to the I-35E expansion, this part of the park had a large monument sign for the park and held overflow parking for park events and

for people accessing Copperas Branch Lake. The challenge in this area is access. One facet of this access challenge is the roadway into the park. The roadway provides vehicular access to the park quite efficiently, however pedestrian and bicycle access into the park is not as efficient. The roadway lacks space for a shoulder without much space for expansion that would allow dedicated pedestrian and bicycle lanes. Providing safe entry into the park needs to be a predominant concern. Another area to be addressed should include the land around



Above: Copperas Branch Pond from Highland Village Road. Below: Pedestrian bridge over the channel.

the entry pond. About 5.5 acres as it's currently situated is effectively inaccessible for anyone in the park. The area is mostly surrounded by roadways without pedestrian walkways or requires pedestrians to traverse through wetland areas. This is impractical for several reasons. First, it takes an intensive effort to maintain the area. Trash accumulates in the zone because it sits lower than the areas around it and trash blows down from the two major roadways that lie adjacent to the entry pond area.

Vegetation becomes overgrown during the spring season and dies off during the summer heat creating an environment, coupled with high winds off the lake, that could be prime for grass fires. Regular maintenance of this area is important as it is a prominent location in the park and has the potential for safety issues. Second, it is impractical to have such a large area inaccessible to people using the park. The acreage can be used in many different ways that would

Challenges

1. Accessing this area
2. The impacts of high water levels in the channel and ponds
3. Copperas Branch Road bisecting zone





Above: The pedestrian experience on Copperas Branch Road. Opposite page: The entry fee station.

be beneficial for everyone, the challenge is finding the best opportunity to access the space.

The area, despite being the farthest away from Lewisville Lake in the current layout of Copperas Branch Park, is still predisposed to flooding during high water events on the lake. The water level consolidates on the western edge of the zone against Copperas Branch Road and can engulf the road in extreme events cutting off vehicular access to the park. The channel will also inundate the area with excess water from Copperas Branch Lake adding additional water to the area as it drains its way out into Lewisville Lake. Mitigating the effects of high water in this area could turn the challenge into a benefit.

This area of Copperas Branch Park, perhaps owing to the previous two challenges, has been a highly under-utilized area in the park. There are other constraints in the zone such as having the main roadway into the park bisect the zone and having limited parking nearby. Finding the potential in this area and meeting that potential will be a challenge, especially having so many strengths in the other areas within the park.

Despite the challenges listed, this zone has great potential. As it is currently implemented, there are about 8 acres of minimally used parkland open for development. This space can be used to add a trail system using the current ponds as a site asset in a larger trail network or providing an education

Opportunities

1. Plenty of usable land to develop
2. Adding pedestrian and bike access
3. Signature entry feature highlighting Highland Village and Copperas Branch Park
4. Elevated boardwalks

branch in a trail system. A trail here could use the elevated roadways as an anchor for elevated pathways around the zone lifting the trail above most high water events. Additionally, Copperas Branch Road could be bolstered by adding and supporting pedestrian and bike lane access on it. This modification could be made with minimal infrastructure impact or site additions and it would help significantly in providing a safer environment for entering the park.

The zone could also be the site of a signature entry feature such as a large fountain that serves as a formal entry for the site. The area could include formal landscaping to beautify the entry. This would activate the

park from the point of entry and invite people into the park who would normally only see a blank parkland when passing by. Since Copperas Branch Park is the “front door” into Highland Village, this entry feature could serve as the proverbial welcome mat.

*“We are missing
the front door to
the community”
-Highland Village
resident and park board
member*



COPPERAS LAKE SHORE

The Copperas Branch Lake Shore is a nearly 7-acre zone on the northern rim of Copperas Branch Lake. The western shore of this zone begins at Highland Village Road and follows Copperas Branch Lake down to the boundary of Doubletree Ranch Park. The northern shore runs adjacent with Highland Village Road to the intersection of the I-35E access road. The eastern shore runs under the I-35E south towards Garden Ridge Boulevard before meeting the structure holding the I-35E overhead. The most prominent feature in this zone is Copperas Branch Lake. The lake is a small water body fed by Copperas Branch Creek, which flows into the lake from the southwest. Copperas Branch Lake was impounded when I-35E was originally built and has the same pool elevation as Lewisville Lake at 522'. It is considered a branch of Lewisville Lake by The Army Corps of Engineers although there is no direct connection aside from the shallow channel that runs under Highland Village Road via culverts and through Copperas Branch Park. Lake depths vary depending on locations closer to the shallower southern third coming in from the creek or the deeper northern two-thirds, but lake depths at normal pool elevation do not exceed 20'. The



eastern shore is more accessible now since the 35Express project elevated the roadway over the property. The western shoreline is accessible but sits adjacent to several private residential properties. The northern shore originally had a formal parking lot for users to access the lake, however, this was removed during construction of the 35Express roadway. Now the nearest parking areas are the parking lot under the I-35E in Copperas Branch Park or the parking lot at Doubletree Ranch Park. There are signs of vehicles using the shore area next to Highland Village Road as an

impromptu kayak or boat launch area.

A challenge for this zone is access. The hard barriers of Highland Village Road and the 35Express roadway present difficult obstacles to work around. Like previously listed zones, getting people into the area to use it should be a primary concern. Copperas Branch Lake is a large underutilized asset that can be a valuable resource if properly developed. Adding infrastructure is necessary to make this happen and should be considered, especially with a larger goal of connecting to the other side of



Above: Copperas Branch Lake in South Copperas Branch Park

Challenges

1. Accessing this area
2. The impacts of water levels
3. Building infrastructure where needed
4. Connecting both sides of the park
5. Working with private property owners

Copperas Branch Park.

This area will be impacted by fluctuations in the water level. Though independent of Lewisville Lake, the area suffers the same outcomes of natural events. Designing park features that can function in these events or are minimally affected by these events should be key. Planning for these events can be a challenge but will be necessary in order to build the best park possible.

The zone is bordered by several private properties. Development in this zone will need to balance the standing relationship with the Highland Village residents

with the goals of a successful park to have a mutually beneficial association. Community buy-in, particularly in a zone that is directly bordering the park can add many positive attributes like inside support for park activities, knowledge of strengths or weaknesses of programming, or having extra sets of eyes and ears for added safety.

Opportunities for this zone should address parking in close proximity in order to maximize access and use. Once parking is established, a trail network can be laid out using Copperas Branch Lake as an asset and connecting to a larger network that would be laid out in the whole of Copperas Branch Park. There should be various respite areas or multiple locations to directly interact with the water such as docks or boardwalks. These amenities should be in proximity to other facilities that provide access to the lake like non-motorized boat launches and fishing piers. Making a connection to Doubletree Ranch Park would be advantageous for both parks. It would present opportunities for different park

experiences such as the formal active recreation of Doubletree Ranch and the informal passive recreation opportunities at Copperas Branch Lake. These considerations would elevate the Copperas Branch Lake Shore functionality.

Opportunities

1. Connecting with Doubletree Ranch Park
2. Using Copperas Branch Lake as an asset
3. Remarkable trail system
4. Fishing piers and boardwalks for lake connectivity
5. Connection/influence on future development parcels



COMMUNITY CONNECTOR

The Community Connector zone is about a 3.5-acre band that connects Highland Village with the City of Lewisville. More specifically, it is a new 14' wide pedestrian bridge that starts at Doubletree Ranch Park and traverses Copperas Branch Lake to the Lewisville side to provide a connection to the Denton County Transportation Authority's (DCTA) Highland Village/Lewisville Lake Station. From this station, a rider can access Downtown Denton and Downtown Dallas via a transfer on DART. The bridge was recently constructed and provides an important connection to the DCTA station, but also an important connection to Doubletree Ranch from outside communities.

This is the newest amenity in Copperas Branch Park and the challenges should be limited.

Challenges

1. Establishing a larger trail network and making connections to existing trail
2. No lighting, trash receptacles
3. Adding areas to maintain



One big challenge could be to connect a larger trail network in an efficient and purposeful way with the current trail system in Doubletree Ranch Park and the new trail system built from the bridge towards Lewisville's Highland Lakes Park. A new trail system should connect efficiently and logically to promote positive trail flow, to connect in secure areas to minimize potential safety issues, and be easily accessible for anyone wanting to use the trail and for maintenance. Another perspective challenge is the new bridge is branded entirely for Doubletree Ranch Park and

“...it is a major access point of Highland Village” -city employee

portions of this zone run along with the city limits of Lewisville. Clear signage may need to be added so that users know if they have entered Copperas Branch Park or in case there are any unforeseen emergency situations.

This zone does have the potential for additional improvements.



Above: New pedestrian bridge over Copperas Branch Lake. Below: Soft surface trail and shoreline restoration.

Opportunities

1. Unifying design theme in Copperas Branch Park and Doubletree Ranch Park
2. Continued shoreline restoration

Lighting should be added to increase safety. This would also provide an opportunity to unify both Doubletree Ranch Park and Copperas Branch Park in the same or similar design standards. New plantings have been introduced along the Copperas Branch Lakeshore and similar planting work could be installed to protect and enhance Copperas Branch Lake in other zones.



THE PRESERVE

The area along the banks of Copperas Branch Creek all the way up to the Community Connector is The Preserve. This 19-acre zone can be characterized by large wooded banks, an abundance of wildlife, and a serene setting surrounded by Highland Village and Lewisville neighborhoods. The area is particularly well-suited for canoes, kayaks and other small watercraft as this portion of Copperas Branch Lake has more protected waters and an overall calmer setting. Most of the supplying water is directed to the lake from the surrounding area where the water is impounded to a pool elevation of 522'. South of Doubletree Ranch Park, down to the shoreline of Copperas Branch Lake, there is a large meadow area with plentiful native vegetation.

A big challenge for this area will be maintaining the tranquil character of this zone that juxtaposes it with the more bustling zones located closer to the 35Express roadway. It will be important to keep the area a protective habitat for the wildlife that inhabits it. It will also be important to maintain or improve the shoreline if the construction altered it in any way. An additional challenge will be to work with the existing property



owners to mesh the parkland with their property boundaries. This zone has not been heavily trafficked aside from nominal canoe and kayak usage. Setting expectations for how the park will be used may go a long way to prevent any foreseeable conflicts. Maintenance efforts in this area will also be important to the long term health of the park. Clearly defining a maintenance schedule for the area and perhaps partnering with the current homeowners on routine maintenance may be an effective strategy for this particular zone.

The potential for this zone should

Challenges

1. Keeping tranquil character intact
2. Working with private property owners
3. Maintaining area



Above: South end of Copperas Branch Lake.
Right: Meadow area between Doubletree Ranch Park and Copperas Branch Lake

be based around maintaining the natural character and “the preserve” feel. Soft surface trails could be established for a more serene approach matching the surrounding environment. These could lead to established birdwatching areas or boardwalks out over the water taking advantage of the natural terrain of the creek bed. Careful attention must be paid

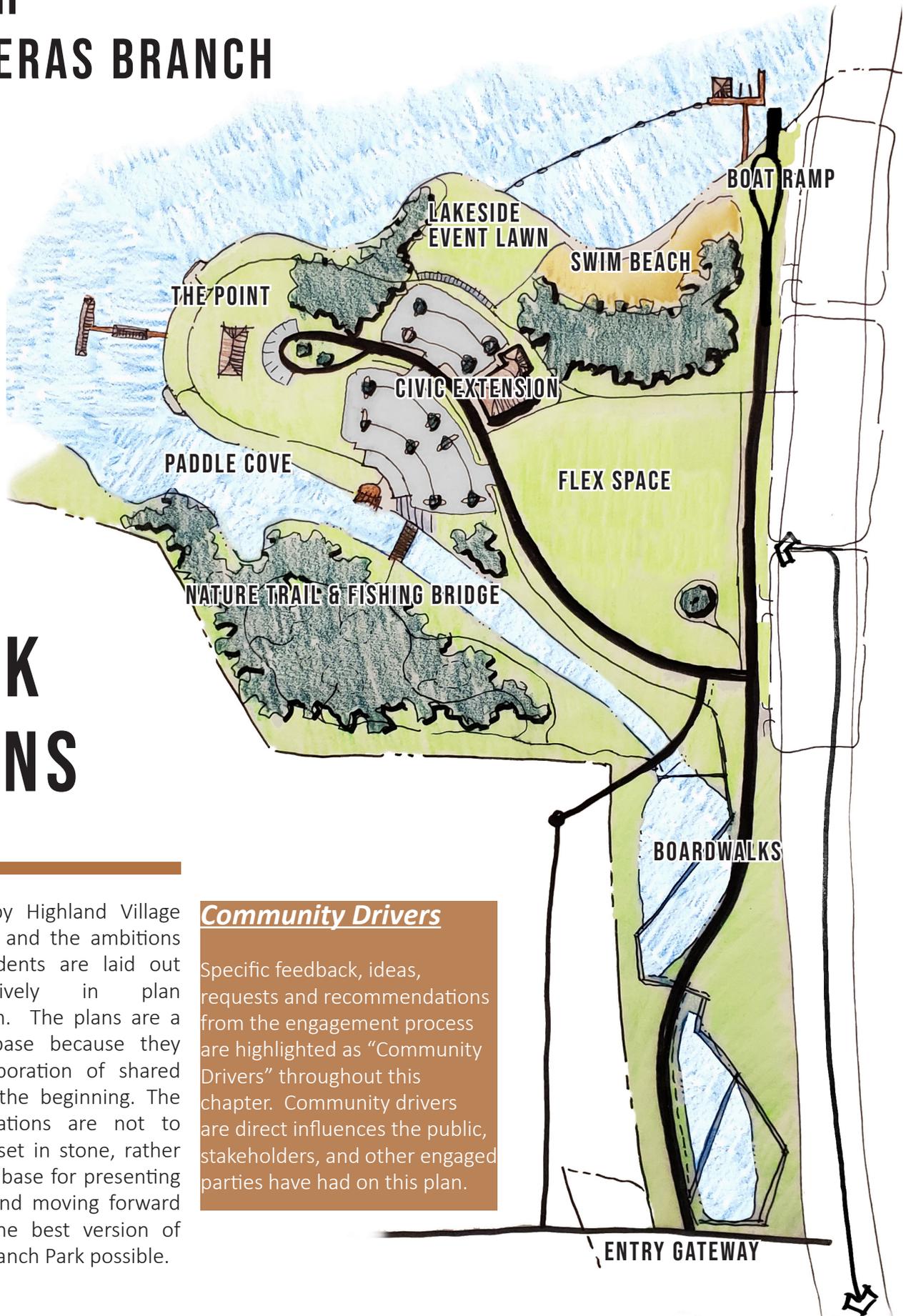
not to disturb the habitat with an overactive use that would damage the habitat such as the unique egret roosts that populate the area. Maintaining the meadow between Doubletree Ranch Park and Copperas Branch Lake shoreline as a wildflower area and possibly adding a birdwatching area could also be good for expanded educational opportunities.

Opportunities

1. Soft surface trails
2. Birdwatching
3. Educational opportunities



NORTH COPPERAS BRANCH PARK



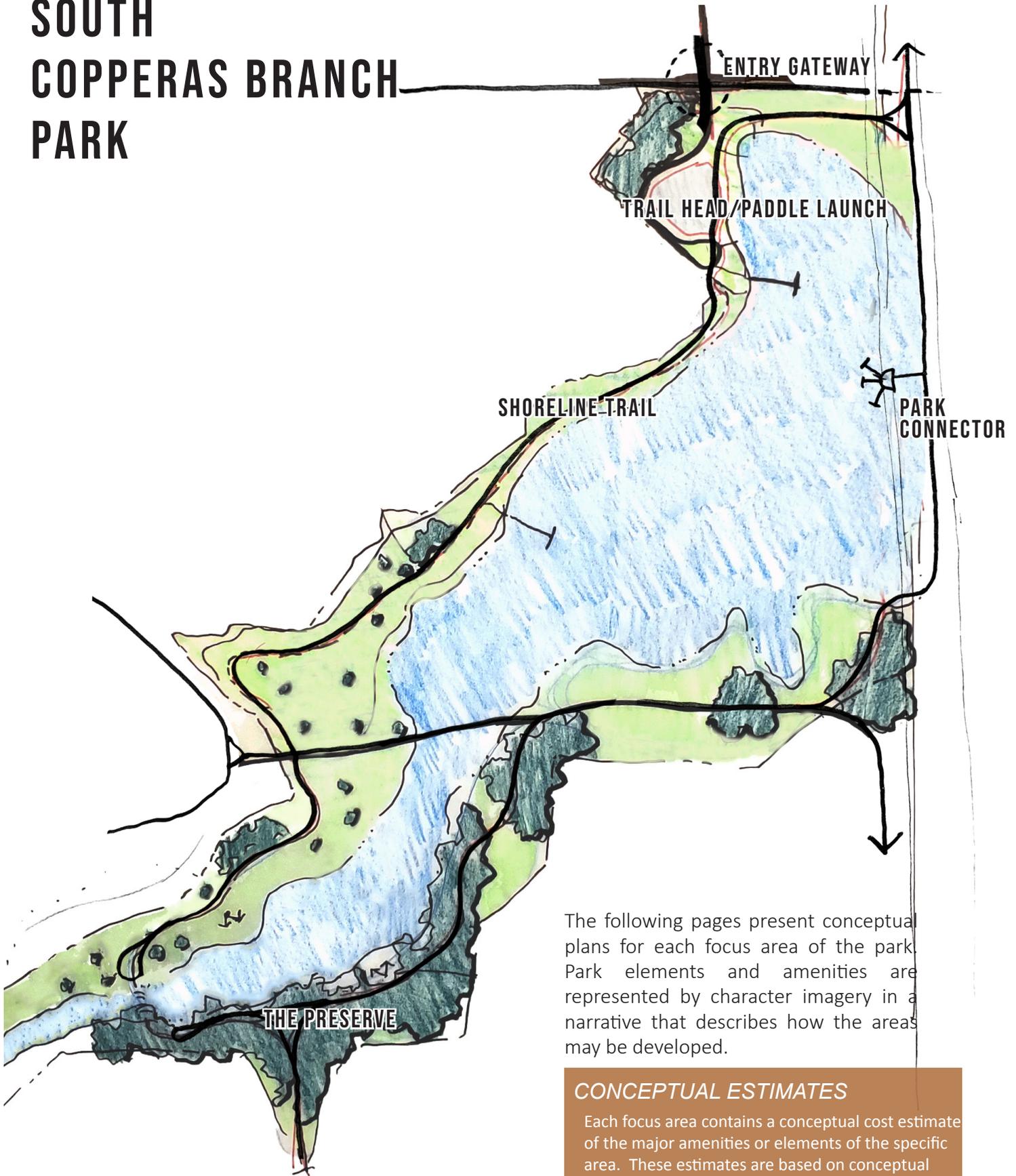
PARK PLANS

The work by Highland Village city officials and the ambitions of the residents are laid out comprehensively in plan graphic form. The plans are a legitimate base because they are a collaboration of shared ideas from the beginning. The recommendations are not to be seen as set in stone, rather as a flexible base for presenting a strategy and moving forward to create the best version of Copperas Branch Park possible.

Community Drivers

Specific feedback, ideas, requests and recommendations from the engagement process are highlighted as “Community Drivers” throughout this chapter. Community drivers are direct influences the public, stakeholders, and other engaged parties have had on this plan.

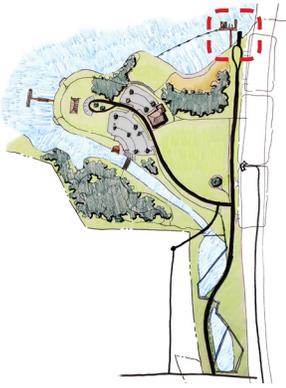
SOUTH COPPERAS BRANCH PARK



The following pages present conceptual plans for each focus area of the park. Park elements and amenities are represented by character imagery in a narrative that describes how the areas may be developed.

CONCEPTUAL ESTIMATES

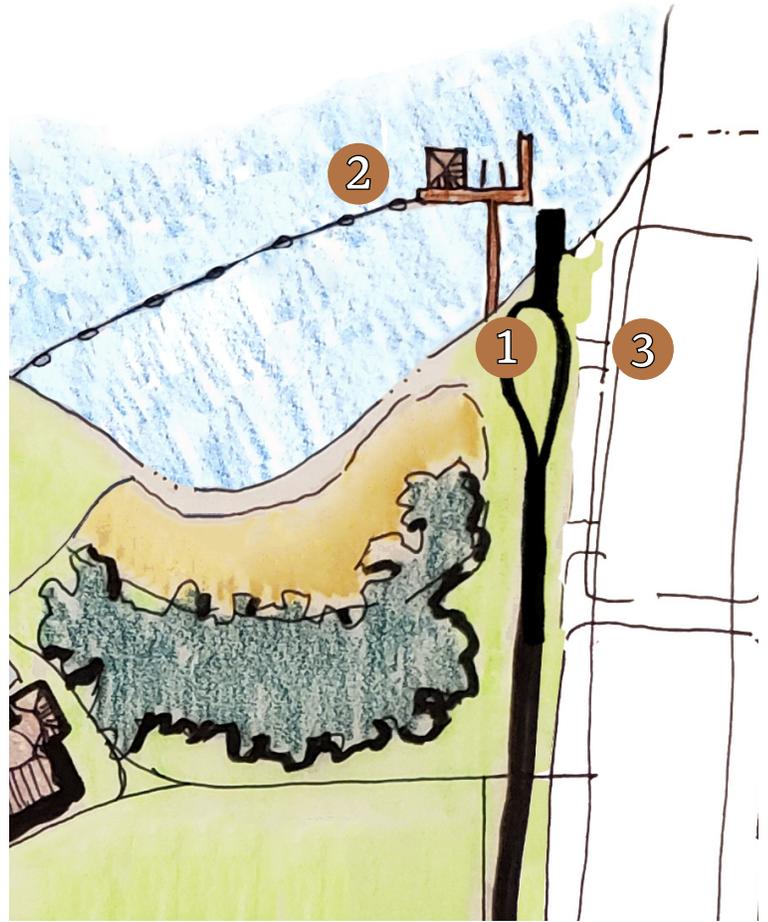
Each focus area contains a conceptual cost estimate of the major amenities or elements of the specific area. These estimates are based on conceptual plans and should only be used for initial budget understanding. Detailed design and engineering will be required to truly understand the actual cost of the park improvements.



BOAT RAMP

Community Drivers

1. Improved Boat Ramp
2. Improved Dock
3. Access to Shoreline



1 *Relocate the Boat Ramp*

The opportunity is to move the boat ramp to a complimentary-use area such as what is present next to I-35E roadway. The ramp will need to accommodate most of the standard pool elevation conditions in order for the boat ramp to remain a revenue source for Highland Village. The structure should be safe for all craft to launch and meet the standards set by the Corps of Engineers in regards to access and circulation.

CONCEPTUAL ESTIMATE

1. Relocate the Boat Ramp	\$750,000
2. Boat Dock w/ Slips	\$200,000
3. Boat Trailer Parking under Bridge	\$500,000

BOAT RAMP ESTIMATED TOTAL: \$1,450,000



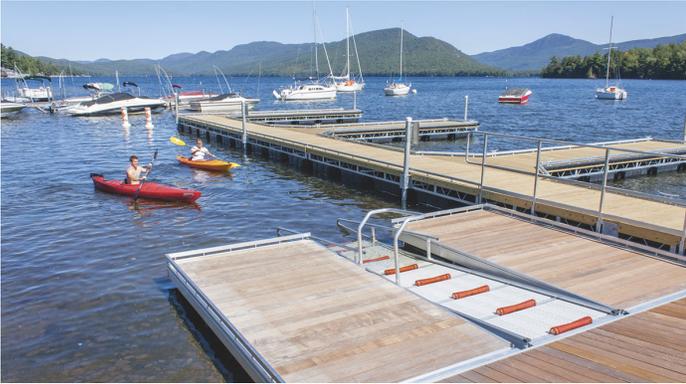
The boat ramp should be able to operate on most of the pool elevation conditions and have plenty of parking adjacent to the use.



The ramp should have plenty of space and be well marked. (Lake Elsinore, CA)

2 *Boat Dock with Slips*

The opportunity is to have a larger boat dock that uses space more efficiently with the inclusion of boat slips. This will provide safe temporary holding to park or retrieve towing vehicles.



The boat dock should also have facilities to accommodate non-motorized water craft too.



The boat dock needs to have accessible decking and railing and provide plenty of light for safety. (Fort Worth, TX)

3 *Boat Trailer Parking Under the Bridge*

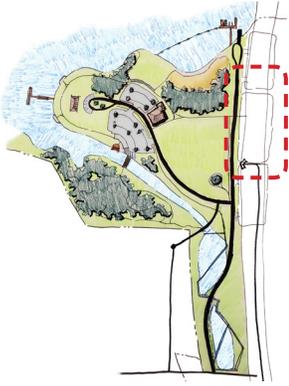
Using the bridge as boat trailer parking would move the majority of boat ramp traffic parking away from the park use zones not associated with vehicular traffic and provide consistent shade to those users' vehicles.



Parking should be in close proximity to the boat ramp. (Beaumont, TX)



The bridge helps to provide shelter for vehicles that use the boat ramp. (Austin, TX)



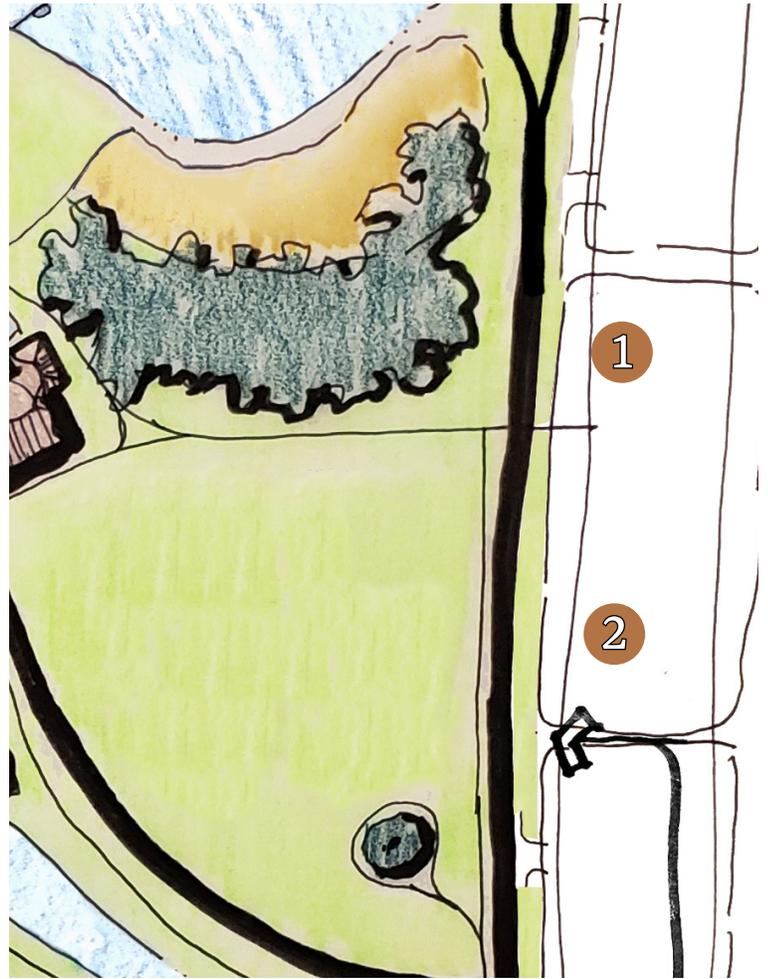
FLEX SPACE

Community Drivers

1. Utilize area under elevated I-35E lanes
2. Create unique recreational offerings
3. Provide shade

1 Additional Parking Under The Bridge

The area under the bridge can provide additional overflow parking for major events being hosted in the park or additional boat ramp parking as needed. The bridge could also add creative lighting to enhance the visual environment and add interest at night.



CONCEPTUAL ESTIMATE

- | | |
|--|-------------|
| 1. Additional Parking Under the Bridge | \$250,000 |
| 2. Active Recreation Space | \$2,000,000 |

FLEX SPACE ESTIMATED TOTAL: \$2,250,000



Decorative lighting would give the utilitarian bridge a better appearance creating more visual appeal.

2 *Active Recreation Space*

Under the bridge there is also available flex space to increase programming that would bring more patrons to the park. The opportunity is to use the bridge as a shade structure and have various recreation activities sheltered from the sun and rain throughout the year.



Soccer fields. (Atlanta, GA)



Skate park.



Flex fields. (New York, NY)



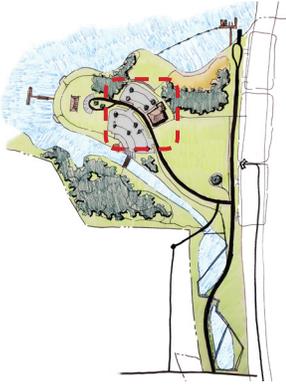
Batting cages.



Basketball courts.



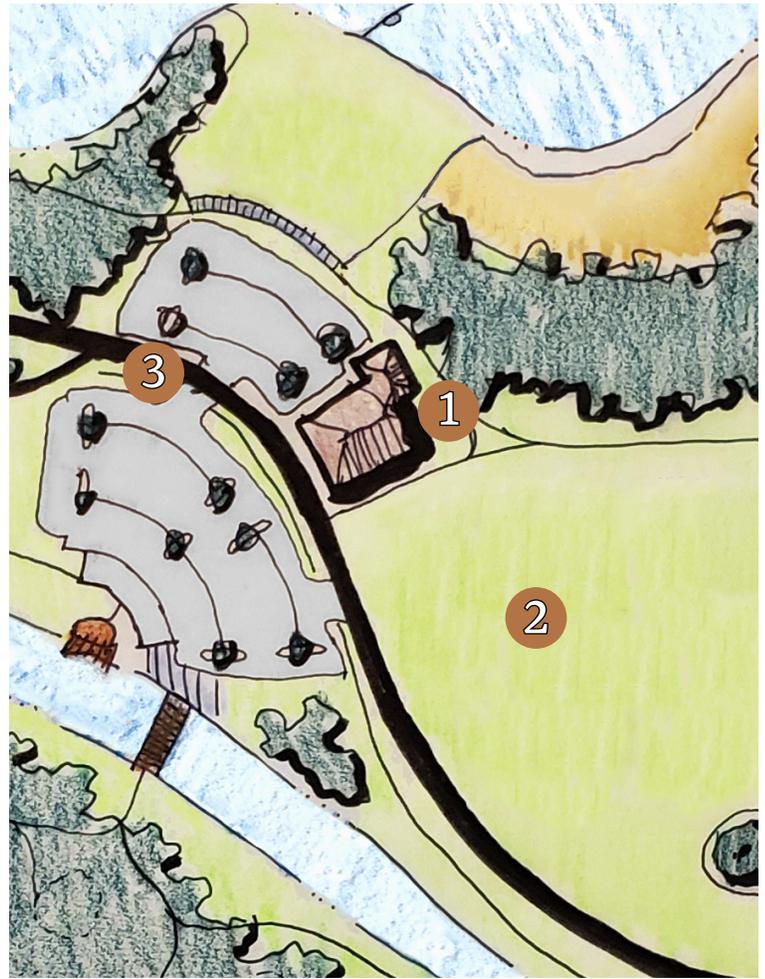
Playground. (New York, NY)



CIVIC EXTENSION

Community Drivers

1. Civic Presence at Park
2. Central Parking Areas
3. Multi-Purpose Open Space
4. Programmable Space for Festivals



1 Multi-purpose Civic Extension

There is opportunity for a multi-purpose civic extension to anchor the east side of Highland Village. It can be an architectural landmark visible from both the I-35E roadway and Lewisville Lake and be used to house city offices and as a meeting area for city functions. Accommodations can also be made to store the maintenance equipment that will be needed to maintain the park.

CONCEPTUAL ESTIMATE

1. Multi-purpose Civic Extension (13,000 SF @ \$150.00/sf)	\$1,950,000
2. Lighted Event Lawn & Flex Field (~160,000 SF @ \$10/sf)	\$750,000
3. Central Parking (150 spaces SF @ 5,000/space)	\$750,000
CIVIC EXTENSION ESTIMATED TOTAL:	\$3,450,000



Large windows can provide an openness that shows the views surrounding Copperas Branch Park. (Coppell, TX)



The building can be built at elevation using materials that allow inundation or can be constructed above flood elevation which would allow a variety of specifications. (Dallas, TX)

2 *Event Lawn & Flex Field*

The opportunity is to have an event lawn for events like a hot air balloon festival. The space can also be used as a flex field for organized recreational activities.



The event lawn would be able to host many different types of events. (Highland Village, TX)



The event lawn would also be able to be used as a recreational activity field or other flexible use space. (McKinney, TX)

3 *Central Parking*

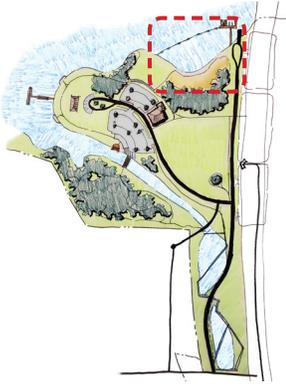
Copperas Branch Park has a large amount of parking that is located away from many of its use zones. Having a central parking area would provide ease of access to all areas of the park. This location would also be effective for providing dedicated space for food truck vendors.



The parking areas could show different sustainability practices given the proximity to Lewisville Lake and the effects of storm water.



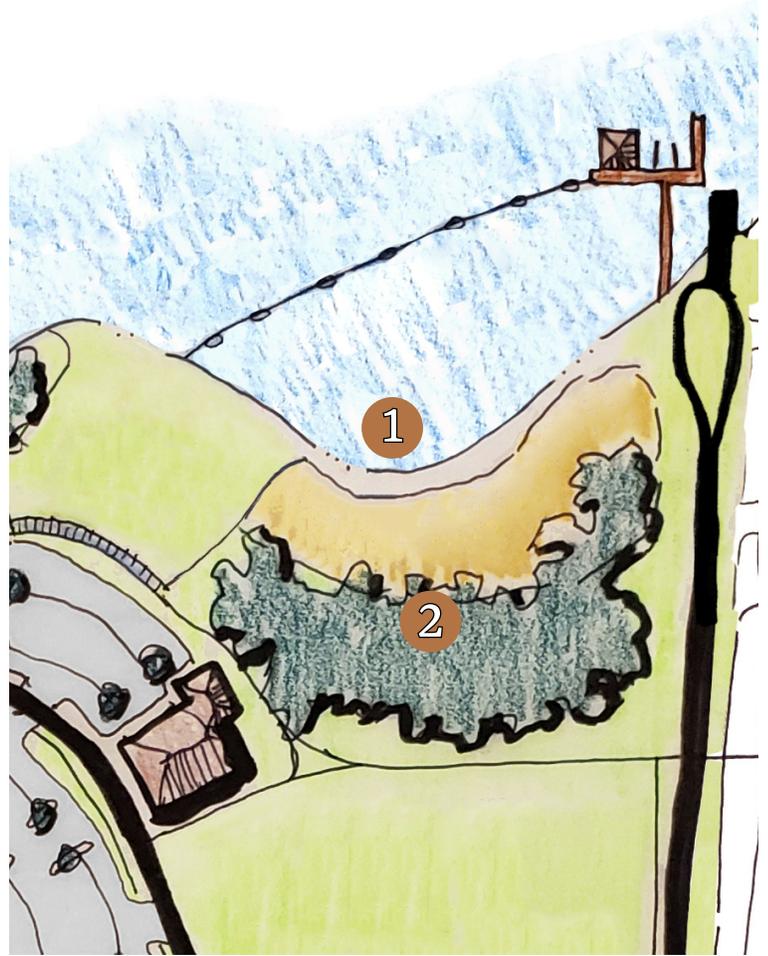
The parking should provide room for a variety of other opportunities such as food trucks for special events. (Orlando, FL)



SWIM BEACH

Community Drivers

1. Improve Beach
2. More Sheltered Picnic Areas
3. Provide Useful Areas with Shade



1 Swim Beach

The swim beach is a main attraction of Copperas Branch Park. Many stakeholders have expressed a desire to have a sandy beach in addition to a safe swim area like other parks in the region. There is opportunity to provide this amenity. The beach area should be designed and engineered to minimize erosion. Stabilizing walls may be necessary. Specialized maintenance practices and equipment should be anticipated to deliver a quality amenity.

CONCEPTUAL ESTIMATE

1. Swim Beach (~370 LF SHORELINE) (40,000 SF)	\$1,500,000
2. Shaded Picnic Area	\$400,000
SWIM BEACH ESTIMATED TOTAL:	\$1,900,000



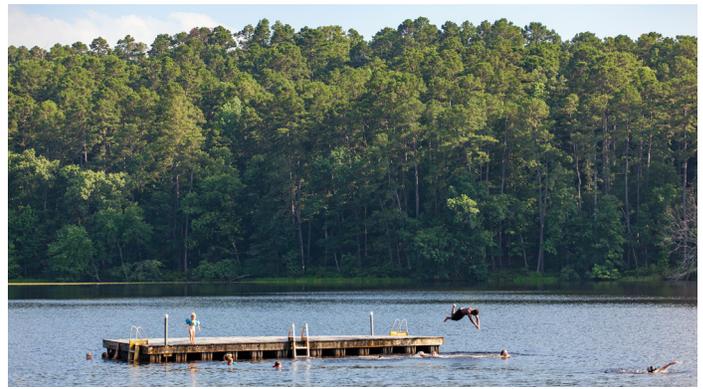
The beach should have plenty of room so patrons can spread out.



There is opportunity to provide activities to promote health and well-being in a beautiful natural space.



Beach volleyball courts could be added to a portion of the swim beach for an active recreation opportunity.



A swim dock could be placed in the swim cove for added programming at the swim beach. (Tyler, TX)

2 *Shaded Picnic Area*

Another special feature of Copperas Branch Park is the proximity of the natural shaded picnic area. There is opportunity to make updates to the picnic pad sites yet keep the character of the area as is. This would keep the shaded areas under the trees as a respite to the sunny swim beach.



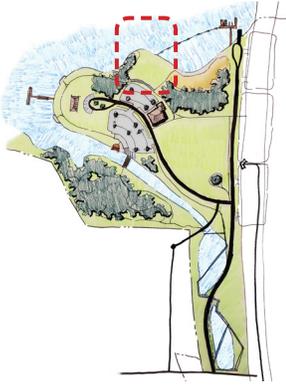
The shaded picnic area is an excellent setting for a playground as it provides ample shade and would be located near the lake.



A simple picnic pad site could accommodate a single family and stone columns would allow for inundation from time-to-time.



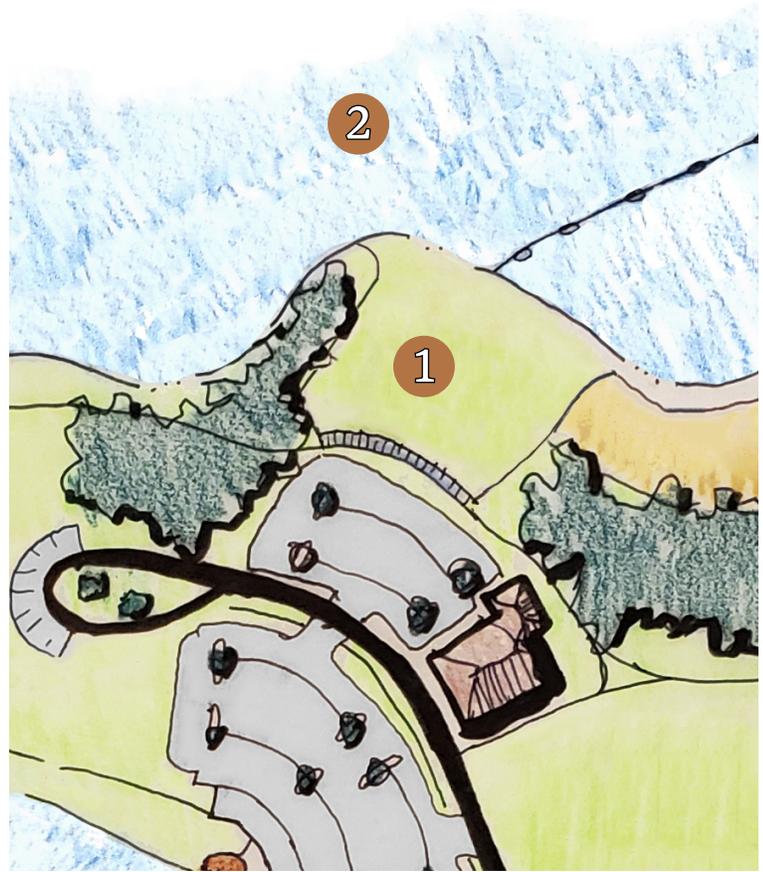
Larger pavilions could be useful to larger groups to rent for parties or for extra outdoor gathering locations within the park.



LAKESIDE EVENT LAWN

Community Drivers

1. More Festivals & Events
2. Multi-Use Gathering Space
3. Usable Waterfront



1 Event Lawn

The community desires a place to gather by the lake. The existing parking lot on the point in the middle of the forested shoreline provides an opportunity to develop this space. The event lawn should be elevated to provide views of the lake, protection from flooding, and the potential to serve as an event lawn for special events or performances.

CONCEPTUAL ESTIMATE

1. Event Lawn	\$1,000,000
LAKESIDE EVENT LAWN ESTIMATED TOTAL:	
	\$1,000,000



An example of an elevated shoreline event lawn that can accommodate large crowds as well as fit into the park when an event is not taking place.



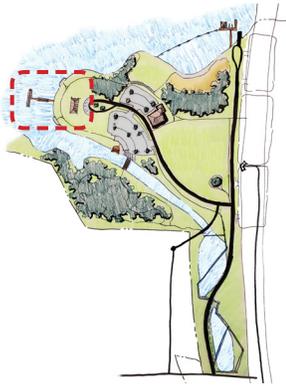
2 *Bring Lake Activity to the Park*

An opportunity that should be cultivated is bringing the lake specific activity back to the park. This can be done with many different activities such as when Copperas Branch Park previously hosted firework displays.



The event lawn should work in conjunction with lake specific activity to fully open Copperas Branch Park's potential.

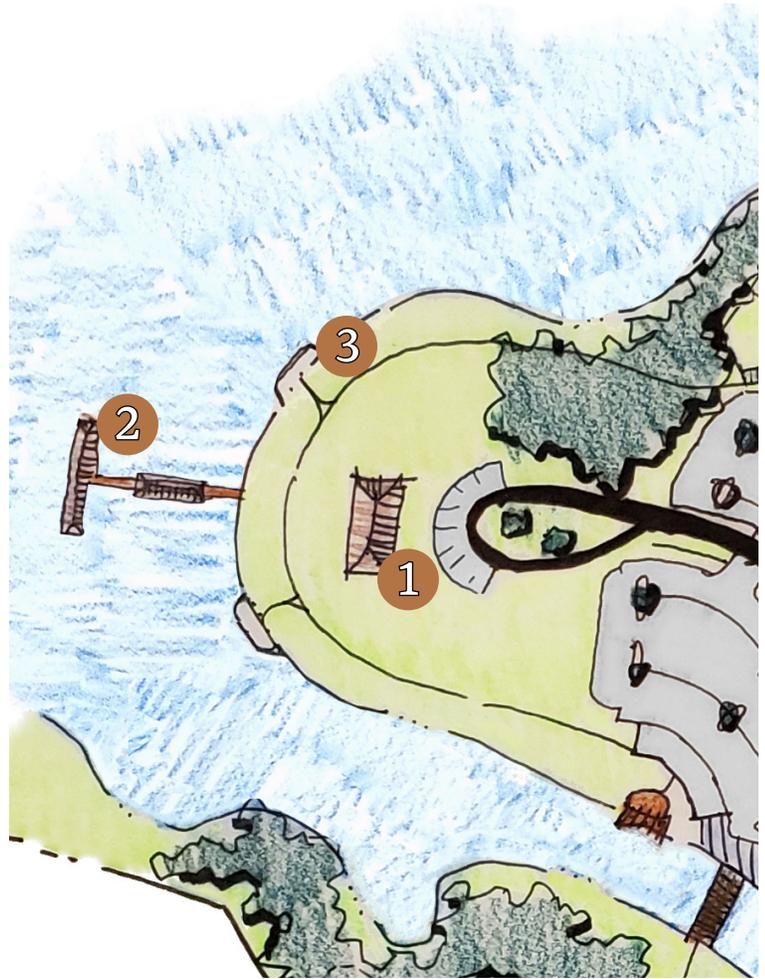




THE POINT

Community Drivers

1. Better Docks
2. Multi-Use Gathering Space
3. Move boat ramp/improve vehicular routing
4. Educational Opportunities
5. Sheltered picnic areas



1 Open Space and Architectural Event Pavilion

The area on the western most point of the park is transformed into a space to be used by park patrons rather than automobiles and boats. During the Walk the Park event community members expressed the desire to utilize the land in this area for more passive park-like recreation opportunities.

CONCEPTUAL ESTIMATE

1. Open Space and Architectural Event Pavilion	(5,000 SF)	\$450,000
2. Fishing Pier	(150 LF)	\$350,000
3. Overlook Platforms and Shoreline Enhancements		\$400,000

THE POINT ESTIMATED TOTAL: \$1,200,000



Sunset point is an opportunity to take advantage of one of the park's greatest assets, the sunset views across Lewisville Lake.



A pavilion here should act as an iconic architectural structure in the park and become a landmark from land and water on the shoreline.

2 *Fishing Pier*

A dedicated fishing pier was a high priority park amenity that came up in the planning process. The pier should be equipped with lights for evening fishing.



A pier with large gathering areas, leaning rails, and gear shelves.



Covered piers can provide much needed shade as well as an architectural landmark for the park. This type of structure should fit into the other roof lines and materials proposed for the park.

3 *Overlook Platforms and Shoreline Enhancements*

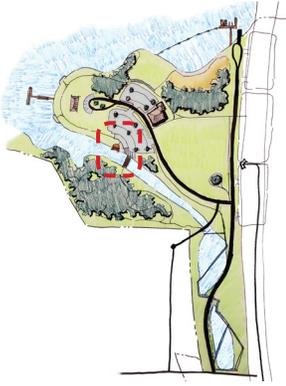
With the transformation from the boat ramp some of this area will require stabilization of the shoreline. This will accomplish two goals by providing access to the shore and preventing further erosion in these important use areas of the park.



Bumping out gathering areas along with other shoreline stabilizing amenities.



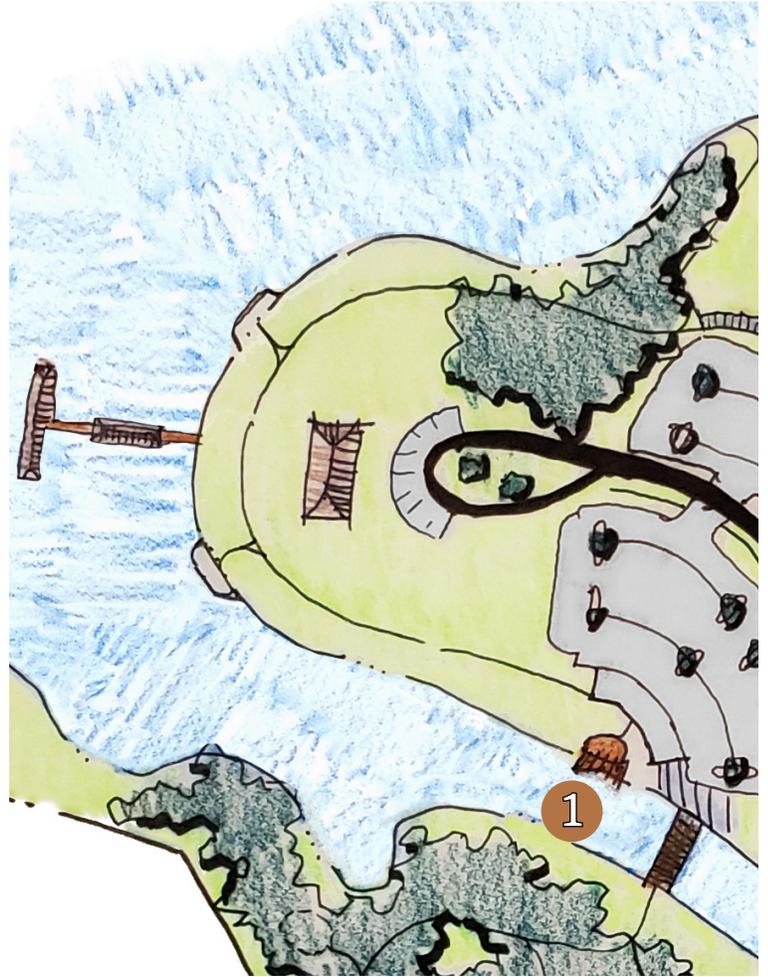
Shoreline stabilization and armorment will help preserve areas of the park.



PADDLE COVE

Community Drivers

1. Increase non-motorized boat activities
2. Connections to natural areas
3. Pier/Boardwalks



1 Paddle Launch

The channel that flows into the park offers protected water to encourage soft launch vessels to have access to the water. The proposed plan ties into the newly organized central parking areas and should also include shade, picnic tables, and areas to store paddle vessels when not in use.

CONCEPTUAL ESTIMATE

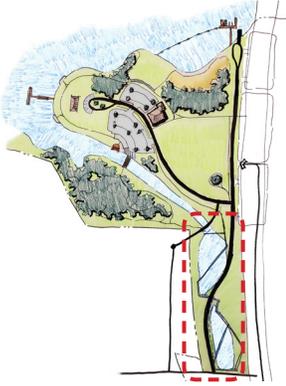
1. Paddle Launch	\$350,000
PADDLE COVE ESTIMATED TOTAL:	\$350,000



Easy access from the parking area to the water is important to make paddle sports successful. Addition of shade and rest areas will also provide a much needed amenity after a long paddle.



An accessible roller launch provides access to paddle sports to those otherwise excluded due to difficult-to-reach areas of the park.



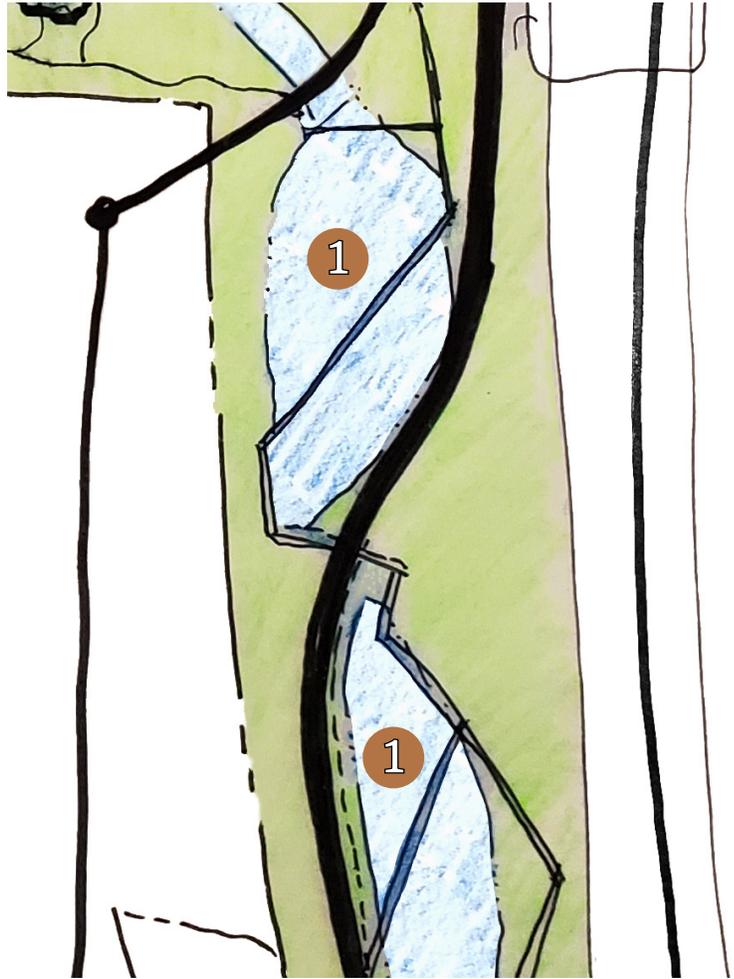
BOARDWALKS

Community Drivers

1. Access to water
2. Pier/Boardwalks
3. Connections north to south

1 Boardwalks

The entry ponds are underutilized and difficult to access. Shown here is a concept to provide access from the entry drive and allow the park user to experience the low marsh habitat of many migratory birds and other wildlife.



CONCEPTUAL ESTIMATE

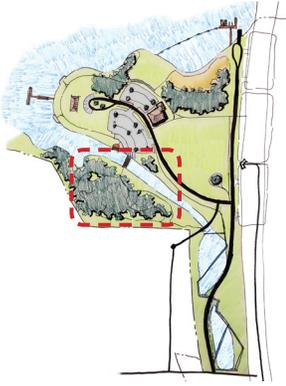
1.Boardwalks (1200 LF)	\$200,000
BOARDWALKS ESTIMATED TOTAL: \$200,000	



Accessible boardwalks through the low lying marsh areas.



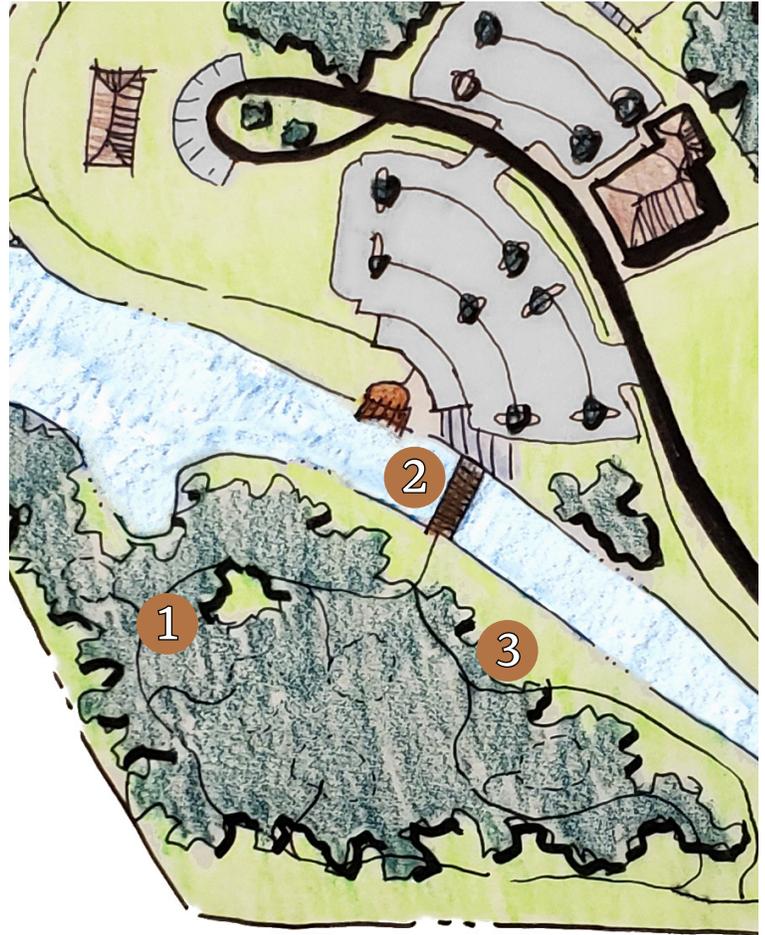
Overlook and pull out areas on the boardwalks provide viewing areas.



NATURE TRAIL AND FISHING BRIDGE

Community Drivers

1. Connections to natural areas
2. Nature Trails (Soft & Hard Surface)
3. Educational Opportunities



1 Nature Trail

Unique to the park, the natural area should include low-impact nature trails that allow park users to experience the undisturbed areas of the park. The trail should be constructed with minimal impact to the natural area.



Soft surface nature trails are low impact and can provide access to far reaches of the site.

CONCEPTUAL ESTIMATE		
1. Nature Trail	(3000 LF)	\$150,000
2. Bridge Access	(80 LF)	\$75,000
3. Bird Watch and Education Kiosks		\$100,000
NATURE TRAIL AND FISHING BRIDGE		
ESTIMATED TOTAL:		\$325,000



An decomposed granite can provide a more sturdy walking surface and still have low impact during construction.

2 *Bridge Access*

A dedicated fishing pier was a frequently mentioned park amenity that came up in the planning process. The pier should be equipped with lights for evening fishing.



A corten steel bridge with some ornamentation



Bridges can provide much wanted space for fishing as well as providing access to the Natural Area via the central parking area. This structure should fit in with the setting in this area of the park and with materials proposed for the park.

3 *Bird Watching and Education Kiosks*

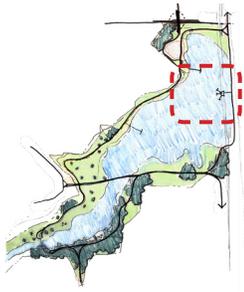
Bird watching or providing educational kiosk on the nature trail area may be an option to explore within the park.



Educational signs provide opportunities to engage children and other park visitors while offering info for local flora and fauna.



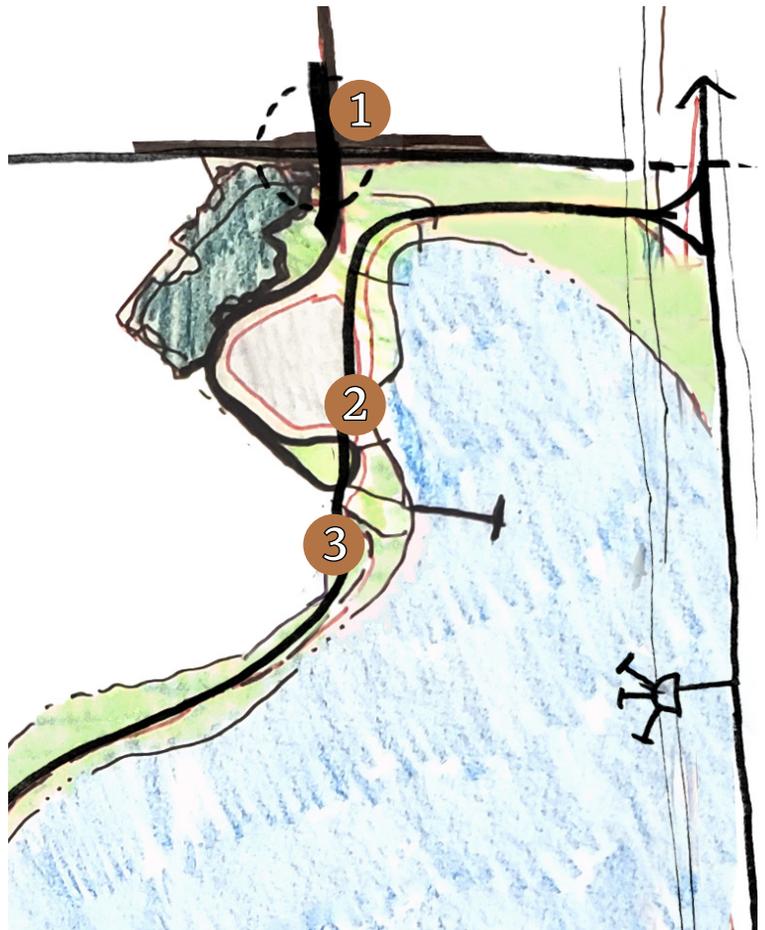
Bird blinds provide a an opportunity to watch the many birds that inhabit and visit the park.



ENTRY GATEWAY- TRAIL HEAD- PADDLE LAUNCH

Community Drivers

1. Promote Highland Village
2. Improve non-motorized boat activities
3. Connection to existing trails



1 *Entry Gateway*

The entryway to the park should be updated to tie into the architecture proposed for the buildings in the park. The gateway will serve as a branding opportunity for the park and set the stage as a first impression a visitor receives when arriving.

CONCEPTUAL ESTIMATE

1. Entry Gateway	\$400,000
2. Parking & Paddle Launch	\$1,500,000
3. Trail Head	\$200,000

ENTRY GATEWAY - TRAIL HEAD PADDLE LAUNCH
ESTIMATED TOTAL: \$2,100,000



A prominent gateway sign that you drive by or have to drive through can make an impression.

2 *Parking & Paddle Launch*

Historically this area has been used to launch small watercraft. In order to provide a safe access a small access road and turnaround should be added.



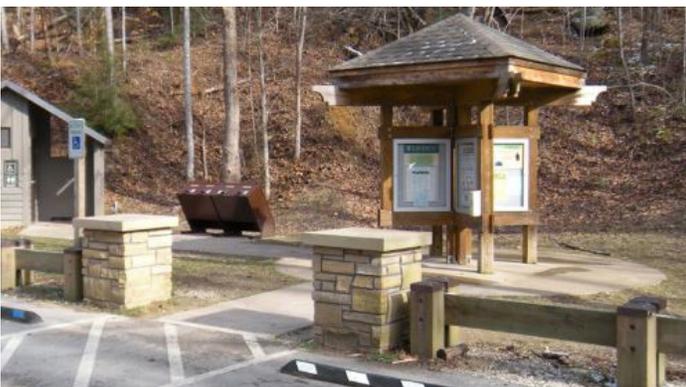
A small parking lot will provide safe storage of vehicles when accessing the southern Copperas Branch side.



Additional kayak and small boat launch facilities with accessible launches.

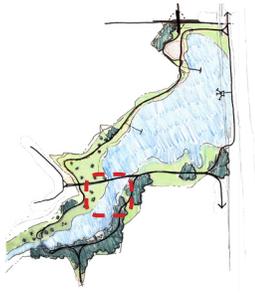
3 *Trail Head*

The small parking lot should also serve access to the rest of the amenities in the southern side of the park. A trail head should be located at the lot and connect the new trail system to the rest of the park.



A trail head should also contain informational signage, location maps, and emergency contact info.





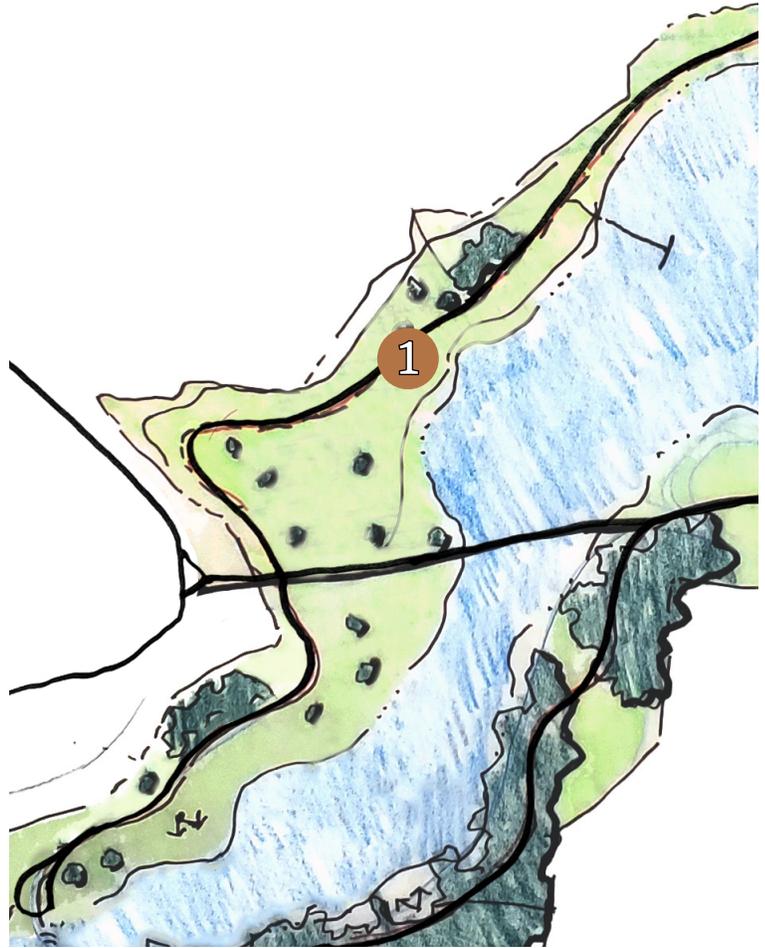
SHORE LINE TRAIL

Community Drivers

1. Connections to natural areas
2. Connection to existing trails
3. Usable Waterfront
4. Connections to adjacent development

1 Shoreline Trail & Boardwalk

Connections from Doubletree Ranch Park to North Copperas Branch Park can be made with an additional trail along the shore. This trail should provide access to the waterfront with piers and boardwalks. As the adjacent parcels redevelop, efforts should be made to connect the waterfront to the development and not create a barrier that cuts off access and views into the park.



CONCEPTUAL ESTIMATE

- | | |
|--------------------|-----------|
| 1. Shoreline Trail | \$750,000 |
| 2. Fishing Pier | \$450,000 |

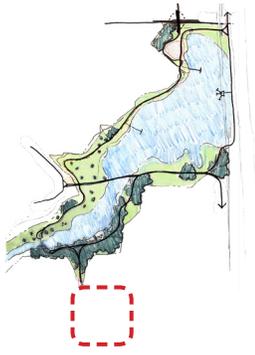
SHORE LINE TRAIL ESTIMATED TOTAL:
\$1,200,000



Areas along the shore may be more appropriate to have soft surface DG paths while others may be paved. Amenities such as trash receptacles, informational signage, and seating should be included.



The shoreline trail should also provide access to fishing piers and overlooks so that park users can access the water



THE PRESERVE

Community Drivers

1. Connections to natural areas
2. Preserve Natural Habitat
3. Low Impact Areas
4. Soft Surface Trails



1 Low Impact Trail

Another area of significance provides the opportunity to develop additional nature trails and preserved habitat for wildlife.

CONCEPTUAL ESTIMATE

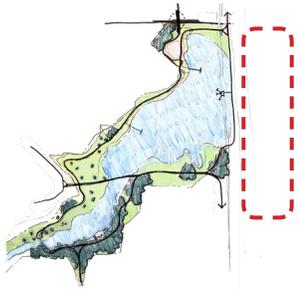
1.Low Impact Trail	\$25,000
THE PRESERVE ESTIMATED TOTAL:	\$25,000



Low impact, maintained trails should be located in this area



Simple canoeing and kayaking activities should be included in this area.



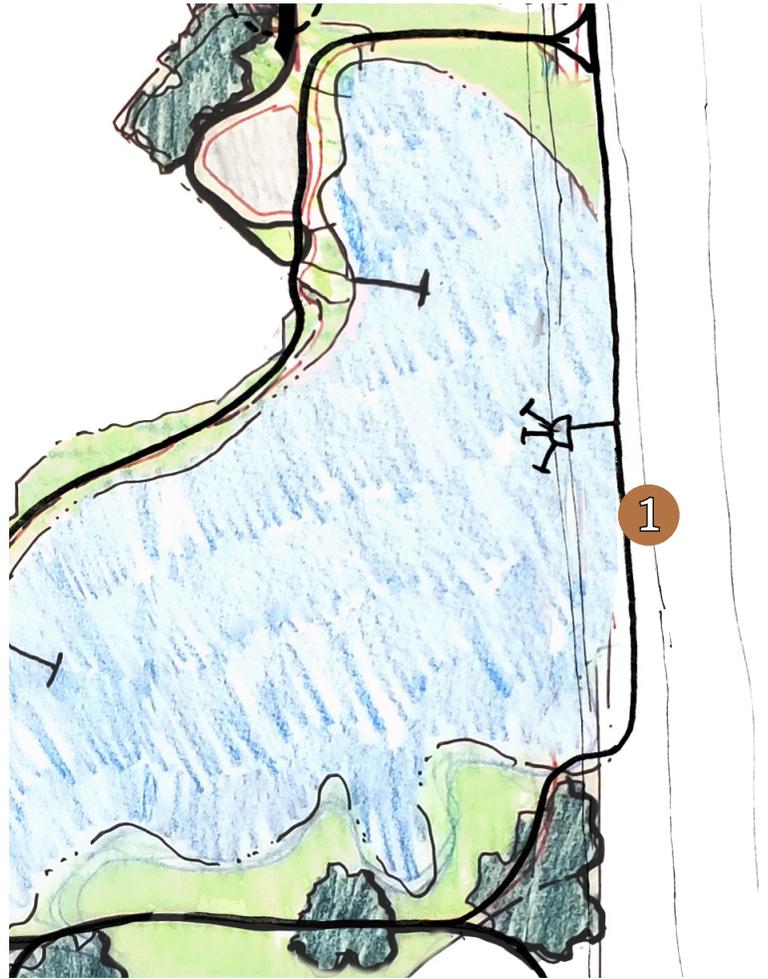
PARK CONNECTOR

Community Drivers

1. Connections from North to South
2. Connection to existing trails
3. Usable Waterfront
4. Boardwalks and Piers
5. Utilize space under I-35E

1 Opportunity Focus: Shoreline Trail

The boardwalk connector will serve two purposes; connections to the north side of the park under the bridge, and access to the fishing areas in the Southern pond. Utilizing the space under the bridge will provide shade and shelter for those using the trail. This connection will need to be studied in detail in connection with the extension of Highland Village Road and the connections to a northbound on-ramp.



CONCEPTUAL ESTIMATE

Shoreline Trail \$800,000

PARK CONNECTOR

ESTIMATED TOTAL: \$800,000



The trail boardwalk should include ample areas for room to stop and fish from the structure.



Trail/ boardwalk constructions under the bridge.



NEXT STEPS

The Copperas Branch Park Master Plan is intended to guide the future development of the park by setting the vision defined by this community-supported planning process. Although the vision is big and all portions of the park may not be constructed in one project, the following chapter outlines specific next steps the City of Highland Village can take to implement this Master Plan.

ACTION PLAN

1 *Adopt Master Plan*

By adopting the Copperas Branch Park Master Plan the City of Highland Village recognizes this plan as the approved vision for the park. Although the plan is flexible in nature, all future development in the park should follow this document as a guide for development in the park.

2 *Engage TXDOT on Future of I-35E Expansion*

In order to truly plan for improvements in Copperas Branch Park the City of Highland Village and TxDot need to fully understand a time line for future I-35E improvements. The extension of Highland Village Drive under the bridge to allow northbound access will be a critical element that will improve ingress and egress to the park. Along with a timeline of expected improvements, an agreement will need to be made between the City of Highland Village and TxDot that defines a use agreement for the park during construction of the northbound lanes and the Highland Village Road extension. It is the desire of the City of Highland Village and the US Army Corps of Engineers to not allow the construction of the Northbound lanes delay the improvements detailed in this Master Plan. The City believes the park will be developed in phases and would like to partner with TxDot in a plan to use the space available as efficiently as possible.

3 *Design of Approved Master Plan*

Complete detailed design and engineering of the approved Master Plan will be required to develop an accurate budget for park improvements. Detailed design will include landscape architecture, architecture, civil engineering, electrical design, structural engineering, hydrological study, and potential permitting. Schematic level plans may be sufficient for the initial budgeting phase. Complete construction documents could be completed after funding sources are identified.

4 *Identify Funding Sources*

With an accurate schematic level set of plans and cost estimate, funding sources should be identified. The City of Highland Village will be eligible for numerous grant opportunities for park improvements. These opportunities are further defined in the appendix of this report. Additional funding opportunities though bonds, park fees, and capital improvement funds should also be explored.

ACTION PLAN

5 *Develop Construction Contract Documents*

The City of Highland Village will contract with a professional park planning consultant to develop the construction documents, specifications, and bid documents based on the results of this Master Plan to implement the park vision.

6 *Contractor Selection*

Many different project delivery methods exist for a project this scale. A Construction Manager at Risk (CMAR) process is highly recommended. In this process the City of Highland Village will interview and hire a contractor during the initial design phases of the project. The Contractor will provide a price to construct the park and assist the design team through pricing and budgeting through final design and documentation. More information on this process can be found at www.tml.org

7 *Phasing Plan*

This Master Plan identifies many different focus areas of the park that can be implemented in phases over time. While cost savings and construction efficiencies exist when developing the park all at once, it may become cost prohibitive to do so if funding is not available. Some overall infrastructure items will be necessary to construct early throughout the park. Below is phased priority list at the time of the development of this Master Plan. It should be noted that with further design engineering and cost studies some priorities may change.

The Focus Area Priority List order was derived directly from the input received during the community vision process. Listed on Page 52 of this report, top opportunities for the park were:

1. More Festivals & Events
2. Ease overcrowding at other parks
3. Better Dock
4. Multi-Use Gathering Space
5. Non-Motorized Boating

Focus Area Priority List:

Boat Launch Relocation	\$1,450,000
Sunset Point	\$1,450,000
Park Road, Trails and Electrical Infrastructure	\$1,200,000
Gateway Entries	\$400,000
Lakeside Event Lawn	\$1,000,000
Civic Extension	\$3,450,000
Swim Beach	\$1,900,000
Natural Area	\$325,000
Paddle Cove	\$350,000
Flex Space Under the Bridge	\$2,250,000
Boardwalks	\$200,000
Trail Head and Paddle Launch (South Copperas)	\$2,100,000
Shoreline Trail	\$1,200,000
The Preserve	\$25,000
Boardwalk Connector	\$800,000
Conceptual Budget Total:	\$18,100,000

The estimates above and within this report were developed to understand a range that the improvements may cost. Many factors will influence the budget. It is likely that the vision of this master plan could be implemented within a range of \$15,000,000 – \$20,000,000 dollars within 5 years of the time of this report.

8 *Funding and Optimization:*

All of the recommended actions in the Master Plan take funding to achieve, in one form or another: staff time, equipment purchase, and/or asset construction, etc. There are seemingly endless funding sources to implement the actions, but they generally relate to the following categories:

The two most common funding sources for major parks and recreation improvements in Texas are through the City’s Capital Improvements Program (CIP) and the Texas Parks and Wildlife Department (TPWD) grant programs. As stated previously, this Plan sets the stage for complying with the TPWD project priority in grant funding programs. City staff will be responsible for applying for grants through TPWD to receive funding.

Incorporation of this Plan into the City’s CIP, and to the City’s overall budgeting process, will be crucial to achieve the community-based vision proposed. The priorities set forth in the Action Plan should be utilized as citywide priorities are considered and established in the CIP and budgeting process. Adoption of the Master Plan should constitute community and decision-maker acknowledgment that the priorities established in the Action Plan are intended to be translated into CIP and budget priorities.

Where grant funding is desired or anticipated, whether it be through TPWD or another agency or organization, it should be planned for in advance so associated grant submittal deadlines can be met in time for the action to be achieved in the priority timeframe established. Innovation through exploring other grant opportunities through local, regional, state, and federal agencies or groups should be pursued. In addition to funding, optimization through other resources is also very important to the Implementation Strategy.

Organizations or agencies such as Keep Texas Beautiful (KTB), Dallas County, North Central Texas Council of Governments (NCTCOG), TxDOT, and the Arbor Day Foundation provide useful tools, assistance, and oftentimes funding partnership opportunities. Working with other organizations and agencies on the implementation of the Master Plan can not only effect actions being achieved more efficiently, it can also give rise to a more positive, shared ownership in the results that are achieved.

The importance of collaborating with residents, business owners, property owners, and developers to achieve the Plan's vision should also not be underestimated. For example, one of the recommendations in the Plan is to work with private developers to include community gathering space or open space type amenities adjacent to Copperas Branch Lake. A development project coming forward should be viewed as an opportunity to incorporate strategies discussed in the Plan in areas that could benefit from addition park and recreation-related amenities.

Revenue Generation: Copperas Branch Park and its unique recreational offerings and lake access provide many opportunities for revenue generation. At this time an entry fee with discounted rates for residents was generally accepted during the engagement process. While this revenue will not pay for the majority of the improvements proposed in this plan, it will assist in perpetual maintenance of the park. Other revenue opportunities include, concessions, food trucks (permits), non-motorized water craft rentals, and rental space in the new civic extension.

Potential Grant Funding

Opportunities: Listed here are specific Texas and area based recreational grant funding options. Visit www.grants.gov to search many more federal level grants.

Texas Parks and Wildlife Recreation

Grant Program: these programs help to build new parks, conserve natural resources, provide access to water bodies, develop educational programs for youth, and much more. (www.wpwd.texas.gov)

Boating Access Grants: The Boating Access Grant Program provides 75% matching fund grant assistance to construct new, or renovate existing, public boat ramps that provide public access to public waters for recreational boating.

Funding Maximum: \$500,000
Submittal Deadline: October 1st each year

Community Outdoor Outreach

Program: provides funding to local governments and non-profit organizations for programming that introduces under-served populations

to environmental and conservation programs as well as TPWD mission oriented outdoor activities.

Funding: \$5,000 to \$50,000

Submittal Deadline: December 4th each year

Local Park Grants: The Program provides 50% matching grants on a reimbursement basis to eligible applicants.

Funding Maximum: 1.5 Million

Submittal Deadline: October 1st each year

Recreational Trails Grant: Funds can be spent on both motorized and non-motorized recreational trail projects such as the construction of new recreational trails, to improve existing trails, to develop trailheads or trailside facilities, and to acquire trail corridors. The reimbursable grants can be up to 80% of project cost.

Funding Maximum: \$200,000

Submittal Deadline: February 1st each year

North Central Texas Council of Governments (NCTCOG)

Transportation Alternatives

Program: Eligible projects include on- and off-road pedestrian and bicycle facilities, shared-use paths, and related pedestrian and bicycle safety countermeasures.

Funding Maximum: 80%/20% Match

Submittal Deadline: Dependent on Funds - Applications taken in 1-3 year cycles

Texas Department of Transportation (TXDOT) Transportation Alternatives

Program: Projects that reflect a high degree of collaboration and

community consensus while directly contributing to the department's safety, mobility, and connectivity goals.

Funding Maximum: 80%/20% Match

Submittal Deadline: Dependent on Funds - Applications taken in 1-3 year cycles

Keep Texas Beautiful - Governor's Community Achievement Awards:

In partnership with the Texas Department of Transportation (TxDOT), KTB has awarded the prestigious Governor's Community Achievement Awards to Texas communities for their outstanding overall efforts to keep their communities beautiful. This program has many areas that would fit the vision of the Copperas Branch Park Master Plan.

Arbor Day Foundation- TD Green Space Grants:

support green infrastructure development, tree planting, forestry stewardship, and community green space expansion as a way to advance environmental and economic benefits toward a low-carbon economy.

Funding Max: \$20,000

Submittal Deadline: December 4th each year

9

Implementation:

Once the initial phases are funded and the contract documents are approved and issued for construction the park will begin to be improved. Close coordination with TxDOT, US Corps of Engineers and the City of Lewisville should occur through out all stages of design and construction.

APPENDIX

A collection of engagement ideas
compiled from Speakuphv.com

Speak UP Highland Village - Copperas Branch Park Ideas

Ideas	Frequency
Sand Beach	14
Rentable Lighted Multi-purpose Fields	10
Soccer Fields	6
New Restrooms	5
Bring Fireworks back to Copperas	5
Hiking/Biking Nature Trails	5
Covered Picnic Tables	4
Beach volleyball Courts	4
Kayak/Paddleboard Launch Area	4
No Soccer/Multi-purpose Fields	4
Baseball Fields	4
Expand Parking	4
Playground	4
Free/Discounted Entry for HV Residents	4
Lighted Fishing Dock	4
Bring Balloon Fest back to Copperas	3
Plant Trees	3
Recreation Center	3
Community Swimming Pool	3
Public Park	3
Farmer's Market	2
Re-do Northbound Access	2
New Boat Dock	2
Open Field	2
Acquire More Land	2
Disc Golf	2
Skate Park	2
Rentable Pavillions	2
Water Park	2
Recycling Program	1
Do Not Add Flea Market	1
Clean-up Sidewalks	1
Lighted Crosswalk	1
Managed Wildlife Area	1
Re-do Vendor Area	1
Wakeboarding Park	1
Amphitheater	1
Extend Boat Ramp	1
Add Grills	1
Thin Out Trees	1
Water Stations	1
Wheelchair Accessible	1
Paved Walkways	1
Bicycle Pumptrack	1

Project: Copperas Branch Park Master Plan

Ideas: Share your ideas

No.	Contribution	Likes	Comments
1	Idea: Extend the boat ramp, during low water conditions so we can still launch our boats safely.	7	1
2	Comment: this is a good idea, it would also be better revenue for times that other docks are not open for the city.		
3	Idea: Upgrades Description: The bathrooms need to be upgraded. In the past, many families utilized the grills. Those are no longer there. A soccer field along with playground would also make it more inviting. Thin out the trees so some grass might grow. More covered picnic tables. Large covered areas to reserve for parties. A separate pier for fishing.	4	1
4	Comment: Yes, a multi-purpose / soccer field with lights that is available for rental to the public is very much needed.		
5	Idea: swim beach, playground for everyone Description: Ex: little elm swim beach, lake highlands playground for everyone	6	0
6	Idea: Playground Description: It would be really nice to have a playground within walking distance from Double Tree Park since there is not one there. It would give another option for families with small kids to utilize our city parks for play and recreation!	0	2
7	Comment: We have some great news for you; a new playground will be added at Doubletree Ranch Park this summer! The new playground will be located just south of the splash pad. We will also be adding several shade structures in the synthetic grass areas and the plaza area that is located in front of the concession stand.		
8	Comment: This is fantastic news!! Thank you for the update!		
9	Idea: Baseball Fields Description: At one time we had four baseball diamonds at the site. It would be really nice to get atleast a couple fields again at the park and maybe some batting cages or other practice facilities. Currently we have Unity Fields for baseball and share a field at Brazos with football or soccer. With 3 elementary schools within our city limits it would be nice to have some extra places for our young players to practice and play so they don't leave and go to a neighboring city.	3	1
10	Comment: Agree!		
11	Idea: Keep the trees please! We need the shade. Like the swim beach idea. Keep it natural!	8	3
12	Comment: agree with keeping the trees. It's a staple of Highland Village and is something that is a resource for further development as they mature.		
13	Comment: I agree, just a swim beach and keep it natural!		

14	Comment: I agree keep the trees.		
15	Idea: Upgrades City Fees Description: Needs upgrades. Bathrooms for sure. Membership fees for residents. Celebration kiosks that can be rented out for birthdays etc. Bike trails, fishing docks. Stage areas for concerts.	2	0
16	Idea: Fishing Dock Description: Be good to add a fishing dock	7	3
17	Comment: Love the idea of a lighted fishing pier		
18	Comment: a fishing dock away from the boat loading area would be a really nice touch. If it were lit, and perhaps lit under the water... that would be a really fun summer pass time for the city. Lewisville has a good one as a model for this idea.		
19	Comment: Night fishing dock would be nice		
20	Idea: Swim beach, rec center, indoor/outdoor waterpark, sports park Description: Swim beach would be nice in conjunction with an indoor/outdoor waterpark and sports park for year round use. An example of this is apex center/Gabe Nesbitt community park in McKinney. Could also include a rec center (gym, basketball courts, racquetball, etc..). The only general purpose gym I can think of in HV is LA fitness and it's very expensive. I believe rosemeade rec center in Carrollton charges \$95/year for adult residents and has very nice facilities. Coppell and Flower Mound have similar activity centers for approximately \$250/year for adults. An amenity like this (on the lake too!) would go a long way towards attracting young families to the area while generating revenue for the city. Picnic tables, playground, soccer fields, etc.. are nice amenities, but all of that already exists 2 minutes away at Double Tree.	9	5
21	Comment: Thank you for sharing this, we need our city leaders to have a vision such as this city does!		
22	Comment: This is a wonderful idea! We would gladly pay a yearly membership fee for something like this.		
23	Comment: That's an amazing idea! I've never understood why we don't have facilities like this. I'd love to see walking, jogging, biking trails tied in together with existing trails included in the concept.		
24	Comment: I would definitely like to see something like this available to us. I hate that we don't get resident pricing on any of the local pools or water parks because they belong to Flower Mound and Lewisville.		
25	Comment: I think this is a great idea. This area is controlled by the Army Corps of Engineers. So that would need to be considered when designing permanent buildings.		
26	Idea: Monthly Outdoor Flea Market Description: Charge vendors to raise money for the park. It will bring a lot of attention to HV and the park.	2	0
27	Idea: I would like the park to be a public park. I don't think we need more fields and facilities that cannot be accessed by all.	5	4

28	Comment: I completely agree with this!		
29	Comment: yes. Public park that can't be "booked up" during seasons of sport play would be a nice addition.		
30	Comment: I can see how a public park and open grass spaces / multipurpose fields with lights available for rent to the general public / residents can co-exist. A place to run and play. Thanks!		
31	Comment: Completely agree.		
32	Idea: Water sport launch area for kayaks and canoes Crew house for lake activities Boardwalk with good lighting Water stations, bike racks	5	2
33	Comment: We should have water stations		
34	Comment: thats a good idea		
35	Idea: At Highland Village Rd. Description: I see vehicles unloading kayaks and canoes to go fishing on the Lake South of HV Rd. Can a parking area be added or some type of direct access to the Lake be added?	0	1
36	Comment: Great idea, we have noticed this as well, and we have brought this to the consultant's attention.		
37	Idea: Smaller scale version Swim beach like in Little Elm. Also, soccer or flex fields with lights that residents can rent to play at night. Description: Swim beach and lighted soccer fields	9	3
38	Comment: The little elm swim beach is amazing. Soccer field would be great to or a multipurpose field with lights. As long as it was available for rent/use by residents.		
39	Comment: Agreed. A field for spontaneous play for residents and families. There is currently NO lighted field (multi-purpose or soccer or open space) available for rent to the public / residents / adults in the WHOLE of HV. All of the soccer fields are under contract with GLASA (for league play) and prohibit adults from playing (pick-up) on or renting them. Working adults with young families have no place to play outdoor sports / exercise at night after tucking the kids into bed.		
40	Comment: Completely agree, the swim beach at Little Elm is wonderful and I would love to see one at Copperas.		
41	Idea: The City should work towards acquiring the three large lots on the northwest shore of Copperas Lake, then combine all of the land. Description: Aquire more land and have more parking for activities	2	1
42	Comment: Totally love this idea!		

43	Idea: Lighted soccer / flex fields available for rent to ADULTS / public, esp. evenings - none in HV currently. Small swim beach as well Description: Lighted soccer or flex fields for rent to public Swim beach	2	2
44	Comment: Hello, Double Tree park is a Soccer ONLY facility that can be used for Adults to rent.		
45	Comment: Hi Scott, I wish that were the case! It'll solve so many problems! Unfortunately, none of the lighted fields (soccer or any sport) are currently available for rental to the public, let alone adults. They are all under contract with GLASA and are only to be used for children league play. No adults allowed. Sigh...		
46	Idea: Lighted flex/soccer fields to rent for Adults. Nothing like this exist in Highland Village. Plenty of demand for it. Description: Lighted flex/soccer fields to rent	4	1
47	Comment: Agree 100%. There is currently NO lighted field (multi-purpose or soccer or open space) available for rent to the public / residents / adults in the WHOLE of HV. All of the soccer fields are under contract with GLASA and prohibit adults from playing on or renting them. Much needed!		
48	Idea: We love Copperas Park! Please bring back the annual fireworks show and the Balloonfest to Copperas. Best view from land & water in the city! Description: Fireworks Display and Balloon Fest	4	1
49	Comment: Agreed, although there might be some pushback from safety officials due to past rubbernecker issues on I-35.		
50	Idea: Lighted soccer field Description: A group of adults play soccer every week and pay to reserve the soccer fields at Unity park. They are taking that away from us and we need a place to play. We think this could be used in many ways and appreciated in our community.	2	3
51	Comment: A lighted adult soccer field would be very fun. The fields at double tree park are not available for rent to adults. This is a great idea.		
52	Comment: Agreed. There is currently no lighted field (multi-purpose or soccer or open space) available for rent to the public / residents / adults in the WHOLE of HV. Much needed!		
53	Comment: No more fields we have enough and they are used in frequently		

54	<p>Idea: Need to add Baseball fields like there was before the construction Description: Years ago there were huge areas that included 4 baseball fields. Skinned infields that allowed for practices during the week. This allowed HVABSA so support more kids playing Baseball and softball. Today the league is down to roughly 4.5 fields. The league lost close to 60 practice slots.</p> <p>We would love to see a Multi-use. Put back the infields and the huge outfields and allow the grass areas to be used by Soccer and Flag football.</p> <p>Double Tree park was built for Soccer ONLY, but the park is only allowed to be used on the weekends for games. Why? Why not use the facility for more Soccer practices?</p> <p>We do have a lack of Baseball and Softball fields compared to Flower Mound, Lewisville and Corinth. HVABSA is rated as much better league and run much better than the other leagues. We need more fields in order to continue to survive and have America's pastime continue in Highland Village.</p>	3	2
55	Comment: Agreed!		
56	<p>Comment: Unfortunately all of the soccer fields in HV are under contract with GLASA for children.</p> <p>This means no adults / residents who want to play pick-up soccer / play any field-related sports at night under the lights are allowed under the current construct. Might be good to see if that contract can be amended to allow for adult residents to play on those fields, hence providing a win-win.</p>		
57	Idea: Walking trail	2	0
58	Idea: Covered Pavilion	3	2
59	Comment: Do you have a link to an idea for this? Is the one at DoubleTree not sufficient?		
60	Comment: We can never have to much shade from the Texas heat..		
61	Idea: Improved boat ramp and boat docks and easy parking for trailers	3	0
62	Idea: Community garden area	4	1
63	Comment: With a community compost area		
64	Idea: Bring in more sand for a large sandy beach area	5	3
65	Comment: This is good. It could be great with a bit of work and more sand would be a great addition		
66	Comment: Definitely needs a sandy beach area!!!		
67	Comment: Yes, a clean sandy beach like in little elm.		
68	Idea: Large dog park area	0	0
69	Idea: Lighted fishing pier	5	1

70	Comment: Great idea! Great way to get our kids more interested in being outdoors.		
71	Idea: First Class Baseball Park Description: Youth baseball is growing at a tremendous rate in North Texas. HVABSA is an award winning, professionally managed youth boys and girls baseball and softball association. They need more field space to accommodate the demand. Thank you. Tom D'Angelo HVABSA Volunteer	3	3
72	Comment: Agree 100%. I have been a part of HV Baseball for 12+ years. Only drawback is a lack of field/practice space. No reason our residents should play/ spend \$ on surrounding leagues if Copperas could be re-equipped with a few ball fields. Thank you, Samuel Smith (HV resident)		
73	Comment: Aren't they already building more baseball fields at unity?		
74	Comment: No. Do not need baseball fields there.		
75	Idea: Kayak accessibility, discounted or free entry for hv residents, water stations, picnic tables, nice restrooms.	5	0
76	Idea: I would love a pathway to the water wheelchair accessible, a dock to fish accessible and parking and walkways paved. Bring back balloon fe Description: Fully wheelchair accessible	0	0
77	Idea: Bicycle Pump Track and Skills Park Description: We would love to see a family friendly bicycle pump track and skills park. HV has done a great job adding trails throughout the city, and this would be a great addition and destination for families to ride to and enjoy. Examples below: Metfield Skills Park in Bella Vista, AR- see attached photo Progressive Playground: http://progressivetraildesign.com/services/build-services/ Paris, TX pump track: https://myparistexas.com/15000-sq-ft-world-class-pump-track-coming-to-paris/	3	2
78	Comment: I can see so many kids and adults really enjoying this addition!		
79	Comment: I like this idea. It's "outside the box"		
80	Idea: A place for pick-up soccer and softball games. A place for non league play	1	1

81	<p>Comment: Agreed. A field for spontaneous play for residents and families.</p> <p>There is currently NO lighted field (multi-purpose or soccer or open space) available for rent to the public / residents / adults in the WHOLE of HV. All of the soccer fields are under contract with GLASA (for league play) and prohibit adults from playing (pick-up) on or renting them.</p> <p>Working adults with young families have no place to play outdoor sports / exercise at night after tucking the kids into bed.</p>		
82	<p>Idea: Expand the parking under the bridge</p> <p>Description: The concrete parking lot is great, but the unpaved areas need to be maintained for overflow parking. We used these areas last night to protect city and resident vehicles from the hail. We could also have an "Under the Bridge" Festival during the scorching Summer season!</p>	0	0
83	<p>Idea: Cleanup Copperas Branch Court sidewalks and car storage, and add lighted crosswalk</p> <p>Description: When walking to the park down Copperas Branch Court it is apparent that no one is maintaining the sidewalk or much of the private fencing next to it. There are also many unregistered vehicles being stored along this street, which makes accessing the bridge to the park difficult at times.</p> <p>A lighted crosswalk with lighted warning signs should be added from the Highland Village Road sidewalk to the Copperas Branch Court sidewalk.</p>	2	0
84	<p>Idea: Why do we feel the need to "develop" every single square inch of land?</p> <p>Description: Just add some nice natural trails with more trees and managed natural areas for the local wildlife to live and be enjoyed.</p> <p>Redo the bathroom/vendor area to be nicer and allow room for Food Truck Vendors to attend HV events at the park.</p> <p>Someone else also mentioned the idea of acquiring the land to the west of Copperas Lake and tying it into Double Tree Ranch Park. This makes perfect sense and sounds like a fantastic idea. Much better than the current idea of putting up apartments.</p> <p>No more sports fields that take up so much space and that end up only benefiting a small segment of the actual HV population.</p>	5	1
85	<p>Comment: Yes.</p>		
86	<p>Idea: Disc Golf</p> <p>Description: Would love to see another Great Lake course in North DFW like other cities have. And it's very popular & allows other activities to coexist.</p>	2	0
87	<p>Idea: A sandy beach area would be great!</p>	1	0

88	Idea: Better access to the park from Garden Ridge exit traveling north bound. To get to the park you have to go from Garden Ridge-Brazos-Highland	2	0
89	Idea: Event at Doubletree Parking overflow into other 2 other parks making them inaccessible. Parking should be restricted to that park.	0	0
90	Idea: Should be free access or at least a set number of free entries per household.	0	0
91	Idea: Create a new boat dock for the launching and loading of multiple boats like the docks at the new ramp in Little Elm Park.	0	0
92	Idea: Area for paddle boarding, Kayaking, fishing, Shaded picnic and playground area Public bathroom, parking, walking trail Description: Active Family Fun	2	0
93	Idea: Love the firework show idea!	0	0
94	Idea: Swim beach would be great! and Rec center (like CAC) would be awesome but not sure of the space and budget	2	0
95	Idea: Sand volleyball and swimming beach. We love the Little Elm park and it would be amazing to have something like that closer to home!	3	0
96	Idea: Free entry for HV Residents. Good lord we pay enough in property tax we should NOT have to pay to get into this public park. Description: Make it simple. Print a Quarterly access pass on each HV Water bill. Make it a bar code so they can open the gate.	1	0
97	Idea: Fees question Description: Since we've already paid for the park through our taxes, i'm assuming that park usage and boat launch is free to residents?	0	0
98	Idea: NO more soccer fields! Yes to a beach area like Little Elm with a play area, volleyball & if room Pool & Rec Center. Sidewalks to get there	2	1
99	Comment: Completely agree with this!		
100	Idea: Things for older kids to do Description: We would love to see this area be developed into something similar to the swim beach at Little Elm. But definitely need sand at the swim area at bare minimum! Other ideas from my teenagers are : A disc golf course, community swimming pool, wake boarding park, skate park. Our family would love a safe place for older kids to congregate and enjoy the outdoors . We appreciate you asking for input !	0	0
101	Idea: Sand Volleyball Court	0	0
102	Idea: Recreational Multi-use Indoor Facility Description: Many families including mine would benefit from such a facility during the hot summer months as well as during the school year.	1	0
103	Idea: Some type of amphitheater for concerts, outdoor plays, etc.	0	0

104	Idea: hiking/nature trails Description: hiking trails throughout the wooded area of the park. Even better if it can connect with the other parks along the lake.	0	0
105	Idea: farmers market area	1	0
106	Idea: Bring the Fireworks and Balloon Festival back to the lake, CC Park a great spot for it	0	0
107	Idea: Re-do a north-bound access to Highland Village Road for NE residents and park access	0	0
108	Idea: Please move the fireworks back to Copperas Branch Park. Description: Current location at Unity Park is much too close to residential.	1	0
109	Idea: Would love more baseball fields and a sandy beach area.	0	0
110	Idea: I live in central HV but I am concerned for the residents living near the park. I hope there is a suitable buffer area. Description: concern for neighbors of park	0	0
111	Idea: I like the aerial map but it needs boundary lines. Where is the western boundary? Description: where is western boundary?	0	0
112	Idea: no flea markets please! Description: no flea markets please!	0	0
113	Idea: I don't ask much Description: It would be nice to rehabs the fireworks over the shores of lake Lewisville as it was always many years ago , not over the roofs or residents but over open water ! Thanks	0	0
114	Idea: Fireworks Description: Keep the old tradition of the fireworks over the open waters of lake Lewisville - there are not better scenarios- also for the homeowner living on the bay.Thanks	0	0
115	Idea: What about something similar to little elm park? Maybe generate outside revenue? I agree, no more soccer or baseball fields to maintain...	0	0
116	Idea: Boat dock with multiple slips to protect your boat and allow you to enter the park from the lake. Sand volleyball courts. Concessions	0	0
117	Idea: Plant a grove of large trees to obscure our nice park from the highway so we don't get rif raf in our Village & bike lanes throughout. Description: Keep Highland Village Beautiful	0	0

<p>118</p>	<p>Idea: Lakefront Water Park Description: This is hard to comment on without understanding, budget, funding, timetable, etc., but we believe this area has the opportunity to be truly special and bring significant revenue to the city over time. To move in that direction, we'd wish for the following:</p> <ul style="list-style-type: none"> •A large, high-quality white sand beach •New restrooms •Nice, new covered picnic tables around the lake •Beach volleyball courts •Kayak, paddle board, etc., rentals •Pool with water features (slides, beach entry for young kids, etc.) <p>To the extent possible, would like to see this done in a sustainable, environmentally friendly manner by using recycled materials, Big Belly type solar trash receptacles, recycling program – following a “Keep Highland Village Green” mantra.</p> <p>While desirable, we agree with other comments that soccer fields would be duplicative with what’s we already have across the street at Doubletree.</p> <p>As others have commented, Little Elm Park is a decent model for what this could be. Also, the below image of Lake Lanier Islands Water Park offer a higher end, future-state vision (minus the boat slips, etc. – but gives you a feel).</p>	<p>0</p>	<p>0</p>
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CITY OF HIGHLAND VILLAGE
COUNCIL BRIEFING

AGENDA# 9

MEETING DATE: 02/23/2021

SUBJECT: Mayor and Council Reports on Items of Community Interest

PREPARED BY: Karen McCoy, Executive Assistant

COMMENTS

Pursuant to Texas Government Code Section 551.0415 the City Council 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 City Council events; (5) information about community events; and (6) announcements involving imminent threat to public health and safety.

- Presentation of a Proclamation celebrating Bill Aycock Day in Highland Village

Proclamation

The City of Highland Village

Whereas, Bill Aycock began his career with the City of Highland Village in the Public Works Department on October 11, 1999 as an Animal Control and Code Enforcement Officer; and

Whereas, on October 8, 2001 Bill moved to the Parks and Recreation Department as a Park Technician and then ultimately a Park Crew Leader in August 2005; and

Whereas, Bill spent almost 20 years in the Parks and Recreation Department, where he made a huge impact on the look and feel of all our city properties; and

Whereas, Bill's unmatched knowledge and expertise of wild flowers and Texas native horticulture will be missed; and

Whereas, Bill has received numerous compliments from citizens for his excellent customer service; and

Whereas, Bill Aycock celebrated 21 years of service with the City of Highland Village on October 11, 2020 and shall retire from the City of Highland Village on February 26, 2021 with our sincere appreciation for his many contributions.

NOW THEREFORE, I, Charlotte J. Wilcox, Mayor of the City of Highland Village, do hereby proclaim February 26th as

“Bill Aycock Day”

in the City of Highland Village.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the seal of the City to be affixed on this 23rd day of February 2021.

Charlotte J. Wilcox, Mayor

CITY OF HIGHLAND VILLAGE
COUNCIL BRIEFING

AGENDA# 10

MEETING DATE: 02/23/2021

SUBJECT: Consider Approval of Minutes of the Regular City Council Meeting held on February 9, 2021

PREPARED BY: Angela Miller, City Secretary

BACKGROUND:

Minutes are approved by a majority vote of Council at the Council meetings and listed on the Consent Agenda.

IDENTIFIED NEED/S:

Council is encouraged to call the City Secretary's Office prior to the meeting with suggested changes. Upon doing so, staff will make suggested changes and the minutes may be left on the Consent Agenda 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 Council for consideration prior to the vote.

OPTIONS & RESULTS:

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

PROGRESS TO DATE: (if appropriate)

The City Manager has reviewed the minutes and given approval to include the minutes in this packet.

BUDGETARY IMPACT/ORDINANCE CHANGE: (if appropriate)

N/A

RECOMMENDATION:

To approve the minutes of the Regular City Council meeting held on February 9, 2021.



**MINUTES OF THE REGULAR MEETING OF THE
HIGHLAND VILLAGE CITY COUNCIL
HIGHLAND VILLAGE MUNICIPAL COMPLEX
1000 HIGHLAND VILLAGE ROAD
TUESDAY, FEBRUARY 9, 2021**

EARLY WORK SESSION

Mayor Charlotte J. Wilcox called the meeting to order at 6:00 p.m. and announced pursuant to Governor Greg Abbott's temporary suspension of various provisions of the Texas Open Meetings Act and in an effort to protect the health and safety of the public, the meeting is being conducted using social distancing practices. Members of the public are not allowed to attend the City Council meeting in person, but may view the City Council meeting live at no cost via www.highlandvillage.org/HVTV.

In addition, she reported any person wishing to provide comments on any matter to be considered on this agenda were to email such comments to the City Secretary by 1:00 p.m. on Tuesday, February 9, 2021.

Roll Call

Present:	Charlotte J. Wilcox	Mayor
	Jon Kixmiller	Councilmember
	Michael Lombardo	Mayor Pro Tem
	Barbara Fleming	Deputy Mayor Pro Tem
	Tom Heslep	Councilmember
	Robert A. Fiester	Councilmember
	Daniel Jaworski	Councilmember
Staff Members:	Paul Stevens	City Manager
	Angela Miller	City Secretary
	Doug Reim	Chief of Police
	Michael Thomson	Fire Chief
	Scott Kriston	Public Works Director
	Phil Lozano	Parks and Recreation Director
	Jana Onstead	Human Resources Director
	Laurie Mullens	Marketing & Communications Director
	Andrew Boyd	Media Specialist

1. Receive an Update on the Copperas Branch Park Master Plan

Parks and Recreation Director Phil Lozano reported Copperas Branch Park had been used by (Texas Department of Transportation) TxDOT as a staging area for the 35Express project and was returned to the City in August 2018. That same year, City Council approved a contract with la terra studio to create a Master Plan for Copperas Branch Park. Mr. Lozano stated the Master Plan was presented and approved by the Parks and

Recreation Advisory Board (Board) in March 2020 and the Board recommended it be presented to City Council for their consideration. The presentation to Council has been delayed due to the COVID-19 pandemic, open meetings and social distancing.

Consultant Brad Moulton from la terra studio presented the Copperas Branch Park Master Plan. He reported their consultants worked with City staff to identify stakeholders, develop project goals and objectives, completion of an inventory of areas and facilities, completion of a needs assessment and gathering of public input through public workshops and online via SpeakUpHV. All of these items were used to develop the Copperas Branch Park Master Plan, which included the following priority list: boat launch relocation, sunset point, park road/trails/electrical infrastructure, gateway entries, lakeside event lawn, civic extension, swim beach, natural area, paddle cove, flex space under the IH35 bridge, boardwalks, trail head and paddle launch, shoreline trail, preserve area, and a boardwalk connector.

Council discussed potential flooding and its effect on the proposed swim beach, completing the park improvements in phases, revenue and grant opportunities that could offset improvement costs, and concerns regarding TxDOT using the area again for the next phase of improvements to IH35. Mr. Lozano reported he has revenue information but did not have it with him at the meeting and would be sure to provide it to Council.

Council will consider approval of the Master Plan at their February 23, 2021 meeting.

2. Follow Up Discussion on the City's Legislative Program for the 87th Texas Legislative Session

City Manager Paul Stevens reported several changes were made to the City's Legislative Program based on Council recommendation during their January 26, 2021 meeting. Those changes were reviewed and no other changes were requested. Agenda Item #12 is for Council consideration to approve the City's Legislative Program.

3. Clarification of Consent or Action Items listed on the February 9, 2021 City Council Meeting Agenda

Relating to Agenda Item #13, Mayor Wilcox reported the only change is adding Sunday, April 25, 2021 to the dates for early voting

Mayor Wilcox announced Council would be meeting in Closed Session for Agenda Item #4(b) and then read the agenda item.

CLOSED SESSION

Council convened into Closed Session at 7:09 p.m.

4. Hold a closed meeting in accordance with the following sections of the Texas Government Code:

(a) Section 551.071 – Consultation with City Attorney Concerning Pending or Contemplated Litigation and on any Regular Session or Work Session Agenda Item Requiring Confidential, Attorney/Client Advice Necessitated by the Deliberation or Discussion of Said Item (as needed)

(b) Section 551.074 – Personnel – Deliberate the Employment and Evaluation of the City Manager and City Secretary

Council concluded Closed Session at 7:23 p.m. and took a short break before the Regular Meeting.

OPEN SESSION

5. Call Meeting to Order

Mayor Charlotte J. Wilcox called the meeting to order at 7:30 p.m.

Roll Call

Present:	Charlotte J. Wilcox	Mayor
	Jon Kixmiller	Councilmember
	Michael Lombardo	Mayor Pro Tem
	Barbara Fleming	Deputy Mayor Pro Tem
	Tom Heslep	Councilmember
	Robert A. Fiester	Councilmember
	Daniel Jaworski	Councilmember
Staff Members:	Paul Stevens	City Manager
	Angela Miller	City Secretary
	Doug Reim	Chief of Police
	Karl Schlichter	Police Commander
	Michael Thomson	Fire Chief
	Scott Kriston	Public Works Director
	Phil Lozano	Parks and Recreation Director
	Andra Foreman	Recreation Manager
	Fince Espinoza	Deputy Director of Parks and Trails
	Jana Onstead	Human Resources Director
	Laurie Mullens	Marketing & Communications Director
	Andrew Boyd	Media Specialist

6. Prayer led by Mayor Pro Tem Mike Lombardo

Mayor Pro Tem Lombardo gave the invocation.

7. Pledge of Allegiance to the U.S. and Texas flags led by Mayor Pro Tem Mike Lombardo

Mayor Pro Tem Lombardo led the Pledge of Allegiance to the U.S. and Texas Flags.

8. Visitor Comments

Mayor Wilcox stated any person wishing to provide comments on any matter to be considered on this agenda were to email such comments to the City Secretary by 1:00 p.m. on Tuesday, February 9, 2021. City Secretary Angela Miller reported no visitor comments were received.

9. City Manager/Staff Reports

- **COVID-19 Update**

Fire Chief Mike Thomson provided an update on COVID-19 in Denton County and Highland Village. He reported on the Denton County Health Department's vaccination

process and encouraged residents to sign up on the Vaccine Interest List. Those wishing to receive the vaccine should regularly check the Department of State Health Services website for area vaccine providers.

10. **Mayor and Council Reports on Items of Community Interest pursuant to Texas Government Code Section 551.0415 the City Council 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 City Council events; (5) information about community events; and (6) announcements involving imminent threat to public health and safety**

Mayor Pro Tem Lombardo commended Judge Andy Eads and the Denton County Health Department for the recent drive-thru vaccination clinic held at Texas Motor Speedway. He reported the clinic was well planned and very efficient. He also thanked the police officers that kept traffic moving safely, the volunteers that worked the clinic and the Texas Motor Speedway officials for allowing use of the facility. Deputy Mayor Pro Tem Fleming added that anyone signed up on multiple vaccine lists, to remember to remove their names from vaccine list(s) once you have received your vaccine. This will open availability to others who want the vaccine.

CONSENT AGENDA

11. **Consider approval of Minutes of the Regular City Council Meeting held on January 26, 2021**
12. **Consider Resolution 2021-2928 approving the City's Legislative Program for the 87th Texas Legislative Session**
13. **Consider Resolution 2021-2929 amending Resolution 2021-2927 calling a General Municipal Election to be held on May 1, 2021 for the Purpose of Electing Councilmembers to Places 3, 5 and 7 to provide for the Conduct of Early Voting on Sunday, April 25, 2021**
14. **Consider Resolution 2021-2930 authorizing a Cooperative Purchasing Agreement with City of Midlothian, Texas, for the Purchase of Goods and Services**
15. **Consider Resolution 2021-2931 authorizing the Purchase of Christmas Decorations from The Decor Group, Inc. through the City's Cooperative Purchasing Agreement with The Interlocal Purchasing System (TIPS)**
16. **Receive Investment Report for Quarter Ending December 31, 2020**
17. **Receive Budget Reports for Period Ending December 31, 2020**

Motion by Deputy Mayor Pro Tem Fleming, seconded by Councilmember Heslep, to approve Consent Agenda Items #11 through #17. Motion carried 7-0.

ACTION AGENDA

18. **Take action, if any, on matters discussed in closed session in accordance with the following sections of the Texas Government Code:
(a) Section 551.071 – Consultation with City Attorney Concerning Pending or Contemplated Litigation and on any Regular Session or Work Session Agenda**

Item Requiring Confidential, Attorney/Client Advice Necessitated by the Deliberation or Discussion of Said Item (as needed)
(b) Section 551.074 – Personnel – Deliberate the Employment and Evaluation of the City Manager and City Secretary

No action was taken.

19. Receive Highland Village Police Department’s Annual Compliance Report under the Texas Code of Criminal Procedure (CCP) Section 2.131 through 2.138 prohibiting Racial Profiling

REPORT RECEIVED w/ CORRECTION (7 – 0)

Commander Karl Schlichter presented the report for 2020. He advised state law requires each law enforcement agency in the state to adopt a written policy on racial profiling and to submit a report containing the information compiled during the previous calendar year to its governing body. Commander Schlichter further advised the City has a policy in place prohibiting racial profiling and that the report complies with the Code of Criminal Procedure Requirements.

Councilmember Fiester asked for clarification regarding Item #13 of the report. Commander Schlichter reported that item should not reference “No” and should indicate “Yes” as there were two (2) arrests due to found contraband.

Motion by Councilmember Jaworski, seconded by Mayor Pro Tem Lombardo, to receive the annual Racial Profiling Report with the correction to Item #13 to reference “Yes” reflecting two (2) arrests due to found contraband. Motion carried 7-0.

LATE WORK SESSION

20. Receive an Update on Parks and Recreation Department Operations

Parks and Recreation Director Phil Lozano provided an update on the department, including employee certifications and licenses, the department’s accomplishments and goals, the City’s parks, trails, facilities, and programs, citizen work order requests, and CityWorks work order performances. Completed, upcoming and anticipated projects were also included in the presentation. Transitioning to virtual recreation and programming opportunities due to the COVID-19 pandemic was presented. The department will continue to add virtual community engagement opportunities while preparing for the re-opening of events, Kids Kamp, senior programming and community education classes.

21. Status Reports on Current Projects and Discussion on Future Agenda Items (A Councilmember 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.)

Mayor Wilcox reported she received a letter from Mr. & Mrs. Easton asking if the City ordinance could be changed to allow carports to be built in front of their home, which would be in front of the build line. Current ordinance does not allow an accessory structure in front of the main building. Mayor Wilcox stated she has spoken with Mr. Easton and he would like the ordinance changed to allow all residents to build a carport in front of their home. She asked Council if they would like this to be a future agenda item; consensus not to include as a future agenda item.

22. Adjournment

Mayor Wilcox adjourned the meeting at 8:29 p.m.

Charlotte J. Wilcox, Mayor

ATTEST:

Angela Miller, City Secretary

CITY OF HIGHLAND VILLAGE
COUNCIL BRIEFING

AGENDA# 11

MEETING DATE: 02/23/2021

SUBJECT: Consider Resolution 2021-2932, authorizing the partial release and quitclaim of a Drainage easement and a Slope easement previously conveyed by the Lewisville Independent School District and a portion of a Public Street easement located within the Reserve at Chapel Hill Addition

PREPARED BY: Scott Kriston, Director of Public Works

BACKGROUND:

Previous Council action approved the final plat for the Reserve at Chapel Hill Addition. Several existing easements were identified on said final plat to be abandoned by separate instrument upon the completion of removal and/or relocation of the existing buried infrastructure to new public rights-of-way and easements. With such relocation completed, the developer has requested that the City move forward with the abandonment of the portions of the old easements that are no longer needed. Staff is of the opinion and finds that the identified easements are in fact not needed for future public use and should be abandoned and vacated.

IDENTIFIED NEED/S:

Abandonment of vacated easement segments for which the City has no future need.

OPTIONS & RESULTS:

NA

PROGRESS TO DATE: (if appropriate)

The property owner has provided the surveyed segments areas to be released. The City Attorney has prepared the necessary resolution and release documents to be signed and recorded following Council approval of the developer's request.

BUDGETARY IMPACT/ORDINANCE CHANGE: (if appropriate)

No budgetary impact.

RECOMMENDATION:

To approve Resolution 2021-2932.

CITY OF HIGHLAND VILLAGE, TEXAS

RESOLUTION NO. 2021-2932

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HIGHLAND VILLAGE, TEXAS, AUTHORIZING RELEASE AND QUITCLAIM OF A DRAINAGE EASEMENT AND A SLOPE AND DRAINAGE EASEMENT PREVIOUSLY CONVEYED BY THE LEWISVILLE INDEPENDENT SCHOOL DISTRICT, AND PORTIONS OF A PUBLIC STREET EASEMENT LOCATED WITHIN THE RESERVE AT CHAPEL HILL ADDITION, PHASE II; AND PROVIDING AN EFFECTIVE DATE

WHEREAS, the City Council of the City of Highland Village, Texas, acting pursuant to law and upon the request of the owner of the underlying fee title of the property, is of the opinion and finds that said tracts are not needed for public use and should be abandoned and vacated and deems it advisable and in the public interest to abandon and quitclaim the hereinafter described interests in real property subject to the reservations and conditions of this document.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF HIGHLAND VILLAGE, TEXAS, THAT:

SECTION 1. The City Manager is hereby authorized, on behalf of the City of Highland Village, to execute such documents as may be approved as to form by the City Attorney to release, abandon, and quitclaim all right, title, and interest in the following:

- A. A 1,600 square foot drainage easement previously granted to City by Lewisville Independent School District by instrument dated February 21, 2001, and recorded April 12, 2001, in Volume 4815, Page 678, Deed Records, Denton County, Texas;
- B. A slope and drainage easement previously granted to City by Lewisville Independent School District pursuant to that certain ***Slope and Drainage Easement Dedication Instrument*** dated February 14, 2006, and recorded September 19, 2012, as Instrument No. 2012-105210, Official Public Records, Denton County, Texas; and
- C. A 409 square foot portion (Tract 1) and a 108 square foot portion (Tract 2) of a public street easement, being a portion of Deerhurst Drive, originally dedicated to the public pursuant to the Final Plat of Chapel Hill Addition Phase II, an addition to the City of Highland Village, Denton County, Texas, according to the plat thereof recorded in Cabinet U, Page 377, Plat Records, Denton County, Texas., and being more particularly described and depicted in Exhibit "A," attached hereto and incorporated herein by reference.

SECTION 2. This Resolution shall be effective immediately upon approval.

PASSED AND APPROVED this the 23rd day of February 2021.

APPROVED:

Charlotte J. Wilcox, Mayor

ATTEST:

Angela Miller, City Secretary

APPROVED AS TO FORM AND LEGALITY:

Kevin B. Laughlin, City Attorney

(kbl 2/18/21:117454)

**Resolution No. 2021-2932
Exhibit "A"**

**EXHIBIT "A"
Right-of-Way Abandonment
James Edmonson Survey, Abstract No. 398
City of Highland Village, Denton County, Texas**

TRACT 1

BEING a 409 square foot tract located within the James Edmonson Survey, Abstract Number 398, City of Highland Village, Denton County, Texas and being a part of Deerhurst Drive (a 50-foot right-of-way) as dedicated in Chapel Hill Addition, Phase II, an addition to the City of Highland Village, Denton County, Texas as recorded in Cabinet U, Page 377 of the Plat Records of Denton County, Texas (PRDCT), said 409 square foot tract being more particularly described by metes and bounds as follows:

COMMENCING at a found 5/8-inch iron rod with yellow cap stamped "ADAMS SURVEYING COMPANY LLC" (CIRF) for the intersection of the southerly right-of-way line of said Deerhurst Drive and the westerly right-of-way line of Millington Drive (a 50-foot right-of-way) and for the most easterly northeast corner of that certain tract of land in the Special Warranty Deed to Lewisville Independent School District (LISD) as recorded in Volume 4258, Page 2170 of the Deed Records of Denton County, Texas (DRDCT), from which a CIRF at the southeast corner of said LISD tract bears South 05 degrees 42 minutes 44 seconds West, a distance of 672.88 feet;

THENCE North 84 degrees 05 minutes 18 seconds West along the southerly right-of-way line of said Deerhurst Drive, a distance of 135.45 feet to the POINT OF BEGINNING, said point also being the beginning of non-tangent curve to the right;

THENCE northwesterly along the southerly right-of-way line of said Deerhurst Drive and along said non-tangent curve to the right, having a radius of 50.00 feet, a central angle of 73 degrees 44 minutes 23 seconds, a chord bearing and distance of North 84 degrees 05 minutes 18 seconds West - 60.00 feet, and an arc distance of 64.35 a CIRF;

THENCE South 84 degrees 05 minutes 18 seconds East, departing the southerly right-of-way line of said Deerhurst Drive and over, across and through said Deerhurst Drive a distance of 60.00 feet to the POINT OF BEGINNING, containing 409 square feet (or 0.009 acre) tract of land, more or less.

TRACT 2

BEING a 108 square foot tract located within the James Edmonson Survey, Abstract Number 398, City of Highland Village, Denton County, Texas and being a part of Deerhurst Drive (a 50-foot right-of-way) as dedicated in Chapel Hill Addition, Phase II, an addition to the City of Highland Village, Denton County, Texas as recorded in Cabinet U, Page 377 of the Plat Records of Denton County, Texas (PRDCT), said 108 square foot tract being more particularly described by metes and bounds as follows:

COMMENCING at a found 5/8-inch iron rod with yellow cap stamped "ADAMS SURVEYING COMPANY LLC" (CIRF) in the westerly right-of-way line of said Deerhurst Drive at the southeast corner of Lot 9, Block F of said Chapel Hill Addition, Phase II and for the most northerly northeast corner of that certain tract of land in the Special Warranty Deed to Lewisville Independent School District (LISD) as recorded in Volume 4258, Page 2170 of the Deed Records of Denton County, Texas (DRDCT), from which a 1/2-inch iron rod found for the southwest corner of said Lot 9 bears North 84 degrees 05 minutes 18 seconds West at a distance of 85.00 feet;

EXHIBIT "A"
Right-of-Way Abandonment
James Edmonson Survey, Abstract No. 398
City of Highland Village, Denton County, Texas

THENCE South 05 degrees 54 minutes 42 seconds West, along the westerly right-of-way line of said Deerhurst Drive, a distance of 100.00 feet to the POINT OF BEGINNING;

THENCE South 05 degrees 54 minutes 42 seconds West, departing over, cross and through said Deerhurst Drive, a distance of 20.00 feet to a CIRF,

THENCE North 84 degrees 05 minutes 18 seconds West, continuing over, across and through said Deerhurst Drive a distance of 8.99 feet to a CIRF, said point also being the beginning of non-tangent curve to the right and in the westerly ROW;

THENCE northeasterly along said non-tangent curve to the right, having a radius of 50.00 feet, a central angle of 25 degrees 19 minutes 59 seconds, a chord bearing and distance of North 30 degrees 06 minutes 54 seconds East – 21.93 feet, and an arc distance of 22.11 feet to the POINT OF BEGINNING, containing 108 square feet (or 0.002 acre) tract of land, more or less.

This description is accompanied by a survey plat of even date.

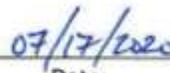
Bearings hereon are referenced to the westerly right-of-way line for Deerhurst Drive (S 05°54'44"W) based on the Texas State Plane Coordinate System, North Central Zone 4202, NAD 83 (2011), Epoch 2010.00. All distances shown are surface and may be converted to grid by dividing by a combined scale factor of 1.000150630.

I, John Truong, a Registered Professional Land Surveyor in the State of Texas, hereby certify that this legal description and plat represent an actual survey made on the ground under my supervision.





John Truong
Registered Professional Land Surveyor
Texas Registration No. 6514



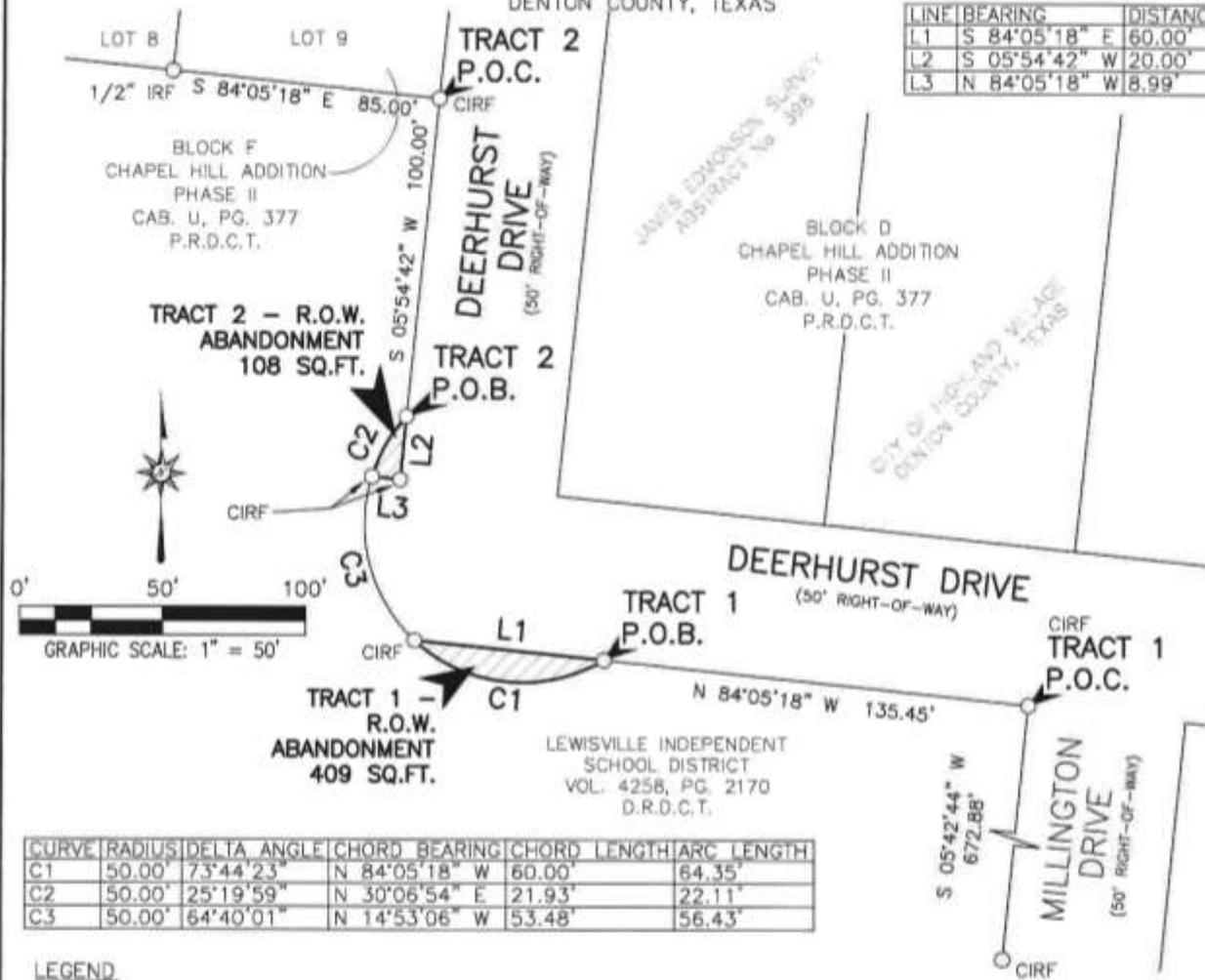
Date

ADAMS SURVEYING COMPANY, LLC
TBPELS Firm Registration No. 10177500
1475 Richardson Dr
Richardson, Texas 75083
469.317.0150

EXHIBIT "A"

RIGHT OF WAY ABANDONMENT
 JAMES EDMONSON SURVEY, ABSTRACT NO. 398
 CITY OF HIGHLAND VILLAGE
 DENTON COUNTY, TEXAS

LINE	BEARING	DISTANCE
L1	S 84°05'18" E	60.00'
L2	S 05°54'42" W	20.00'
L3	N 84°05'18" W	8.99'



CURVE	RADIUS	DELTA ANGLE	CHORD BEARING	CHORD LENGTH	ARC LENGTH
C1	50.00'	73°44'23"	N 84°05'18" W	60.00'	64.35'
C2	50.00'	25°19'59"	N 30°06'54" E	21.93'	22.11'
C3	50.00'	64°40'01"	N 14°53'06" W	53.48'	56.43'

LEGEND

IRF = IRON ROD FOUND
 CIRF = 5/8" CAPPED IRON ROD FOUND WITH YELLOW CAP STAMPED "ADAMS SURVEYING COMPANY LLC"
 CIRS = 5/8" CAPPED IRON ROD SET WITH YELLOW CAP STAMPED "ADAMS SURVEYING COMPANY LLC"
 P.R.D.C.T. = PLAT RECORDS OF DENTON COUNTY TEXAS
 D.R.D.C.T. = DEED RECORDS OF DENTON COUNTY TEXAS
 P.O.B. = POINT OF BEGINNING
 P.O.C. = POINT OF COMMENCING
 VOL./CAB./PG. = VOLUME/CABINET/PAGE
 SQ.FT. = SQUARE FEET

Bearings hereon are referenced to the westerly right-of-way line for Deerhurst Drive (S05°54'44"W) based on the Texas State Plane Coordinate System, North Central Zone 4202, NAD 83 (2011), Epoch 2010.00.

This description is accompanied by a survey plat of even date.

John Truong
 John Truong
 Registered Professional Land Surveyor
 No. 6514
 Date: 07/17/20



DATE: 07/17/2020 PAGE 3 OF 3



Adams
 Surveying
 Company, LLC

P.O. Box 833059
 Richardson, TX 75083
 Phone: (469) 317-0250
 Fax: (214) 295-9844

CITY OF HIGHLAND VILLAGE
COUNCIL BRIEFING

AGENDA# 13

MEETING DATE: 02/23/2021

SUBJECT: Conduct a Public Hearing and Consider Ordinance 2021-1281 Re-adopting “Youth Standards of Care” of the Code of Ordinances of the City of Highland Village, Texas, setting forth and adopting the Standards of Care for Youth Programs offered by the Parks and Recreation Department

**PREPARED BY: Phil Lozano, Parks and Recreation Department
Bree Shamsy, Recreation Coordinator**

BACKGROUND:

In 1995 The Texas Legislature, amended Section 42.041 (b) (14), Human Resources Code to exempt elementary-age (5-13) municipal youth recreation programs from the State’s child-care licensing requirement under certain conditions. The programs operated by the city are recreational in nature and are not child-care facilities.

This law requires that a city annually adopt standards of care by ordinance after a public hearing. Adopted standards must be provided to the parents of each program participant and must include, at a minimum, staffing rations, minimum staff qualifications, minimum facility, health and safety standards.

State Law also requires that parents be informed that the program is not licensed by the State and that the program may not be advertised as a child-care facility.

IDENTIFIED NEED/S:

Annual adoption of Highland Village Youth Program Standards of Care for our youth programs, specifically Kids Kamp. With the annual adoption, the City will be exempt from child-care licensing as allowed by law.

OPTIONS & RESULTS:

To conduct a public hearing on the proposed Highland Village Youth Program Standards of Care. Council approval of the proposed Highland Village Youth Program Standards of Care.

RECOMMENDATION:

Conduct a public hearing and approve the first read of Ordinance 2021-1281.

CITY OF HIGHLAND VILLAGE, TEXAS

ORDINANCE NO. 2021-1281

AN ORDINANCE OF THE CITY OF HIGHLAND VILLAGE, TEXAS, READOPTING IN ITS ENTIRETY ARTICLE 14.04 “PARKS AND RECREATION” DIVISION 7 “YOUTH SERVICES STANDARDS OF CARE” OF THE CODE OF ORDINANCES OF THE CITY OF HIGHLAND VILLAGE, TEXAS, SETTING FORTH AND ADOPTING THE STANDARDS OF CARE FOR YOUTH PROGRAMS OFFERED BY THE PARKS AND RECREATION DEPARTMENT; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE

WHEREAS, the Texas Human Resource Code, Section 42.041 (b)(4), establishes requirements to exempt recreational programs operated by municipalities for elementary age (5-13) children from State child care licensing; and

WHEREAS, in order to receive exempt status for a youth recreation program, a municipality must adopt standards of care by ordinance after a public hearing for the program, then submit a copy of program standards, a notice of the public hearing for the program and a copy of the ordinance adopting the standards to the State; and

WHEREAS, the City Council in prior years has adopted such standards of care, which are presently codified as Article 14.04, Division 7 of the Code of Ordinances; and

WHEREAS, the City Council, after conducting a public hearing and affording a full and fair hearing to all citizens, and in the exercise of legislative discretion, has concluded that the standards of care as previously codified should be readopted;

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF HIGHLAND VILLAGE, TEXAS, THAT:

SECTION 1. The standards of care for youth programs offered by the Parks and Recreation Department of the City of Highland Village, Texas, as codified in Article 14.04 “Parks and Recreation,” Division 7 “Youth Services Standard of Care,” a true and correct copy of which is attached hereto as Exhibit “A,” are hereby readopted in their entirety without amendment in accordance with Texas Human Resource Code, Section 42.041(b)(14).

SECTION 2. If any section, paragraph, clause or provision of this Ordinance shall for any reason be held invalid or unenforceable, the invalidity or unenforceability of such section, paragraph, clause, or provision shall not affect any of the remaining provisions of this Ordinance.

SECTION 3. This ordinance shall take effect immediately from and after its passage on Second Reading and publication in accordance with the provisions of the Charter of the City of Highland Village, and it is accordingly so ordained.

PASSED AND APPROVED BY THE CITY COUNCIL OF THE CITY OF HIGHLAND VILLAGE, TEXAS, ON FIRST READING ON THIS THE 23RD DAY OF FEBRUARY 2021.

PASSED AND APPROVED BY THE CITY COUNCIL OF THE CITY OF HIGHLAND VILLAGE, TEXAS, ON SECOND READING ON THIS THE _____ DAY OF _____ 2021.

APPROVED:

Charlotte J. Wilcox, Mayor

ATTEST:

Angela Miller, City Secretary

APPROVED AS TO FORM AND LEGALITY:

Kevin B. Laughlin, City Attorney

(kbl:1/8/2021:120015)

**Exhibit A to
Ordinance No. 2021-1281**

ARTICLE 14.04 PARKS AND RECREATION

Division 7. Youth Services Standards of Care

Sec. 14.04.221 Purpose

The following standards of care (“standards”) have been adopted by the city council, to comply with section 42.041(b)(14) of the Texas Human Resources Code. The standards are intended to be minimum standards by which the city parks and recreation department will operate the city’s youth programs. The programs operated by the city are recreational in nature and are not licensed by the state as certified day-care programs. The state department of family and protective services has issued an exemption determination certificate to the city.

Sec. 14.04.222 General administration; definitions

(a) Definitions. The following words and phrases as used in these standards shall have the following meaning:

Department. The parks and recreation department of the city.

Director. The director of the department or the director’s designee.

Parent. One parent or both parents or other adult with legal custody and authority to enroll their child(ren) in the youth programs.

Participant. A child age five (5) to thirteen (13) whose parent(s) have completed all required registration procedures and determined to be eligible for a youth program.

Program manual. The notebook of policies, procedures, required forms, and organizational and programming information relevant to the youth programs.

Program site. The physical location where the youth program is being conducted.

Program staff. The person or persons who have been hired or have volunteered to work for the city and been assigned responsibilities for managing, administering, or implementing some or all portions of one or more youth programs.

Recreation coordinator. The full-time department employee who performs the functions responsible for administration and implementation of the youth programs.

Site director. The person who has been hired to directly administer and oversee the daily operations of a youth program to include, but not be limited to, the supervision of staff, safety of participants, and programming.

Youth program or program. A fee based children’s program or activity offered and supervised by the department that requires a participant to enroll or register in order to participate, including,

but not limited to, city's youth programs consisting of the Kid's Kamp and other non-school day programs which last one week (5 days) or longer.

(b) Organization.

- (1) The governing body of the youth program is the city council.
- (2) Implementation of the youth programs standard of care is the responsibility of the director and program staff.
- (3) Youth programs to which these standards of care will apply are the Kid's Kamp and other non-school day programs that last one week (5 days) or longer.
- (4) Each program site will have a current copy of these standards available for the public and program staff.
- (5) Parents of participants will be provided a current copy of these standards prior to the start of the youth program, preferably during the registration process.
- (6) Program staff must pass a background investigation including testing for illegal substances.

(c) Inspection/monitoring/enforcement.

- (1) The recreation coordinator will perform weekly inspections of the program to confirm adherence to these standards.
 - (A) Inspection reports will be sent to the director for review and kept on record for at least two years.
 - (B) The director will review the report and establish deadlines and criteria for compliance with these standards.
- (2) Complaints regarding enforcement of these standards will be directed to the recreation coordinator. The recreation coordinator will be responsible for taking the necessary steps to resolve the problems. The recreation coordinator will record complaints regarding enforcement of these standards and their resolution. The director will address serious complaints regarding enforcement of these standards and the complaints and the resolution will be noted.
- (3) The director may make a report during the annual budget process to the city council on the overall status of youth programs.

(d) Enrollment. Before a child may become a participant, the parent must complete and sign registration forms that contain information pertaining to the participant and their parent(s). The following information must be provided:

- (1) Name, address and home telephone number.

- (2) Name, address and telephone number of parent(s) where the parent(s) may be contacted during the hours the participant is participating in the youth program.
 - (3) In case of emergency, contact names and telephone numbers of one or more people who are not a parent of the participant who may be contacted regarding the participant during the hours the participant is participating in the youth program.
 - (4) The names, telephone numbers and driver's license numbers of people to whom the participant may be released to.
 - (5) A statement of the participant's special problems or needs, including allergies.
 - (6) Emergency medical authorization, the name and phone number of the doctor to be called regarding the participant.
 - (7) A liability release that encompasses all personal injury, including death, and property damage resulting from the participant's participation in the program signed by a person authorized to grant such release on behalf of the participant.
- (e) Suspected abuse.
- (1) Program staff will report suspected child abuse to the state department of family and protective services, in accordance with the Texas Family Code.
 - (2) Program staff will receive basic training related to child abuse prevention and how to report suspected abuse.

Sec. 14.04.223 Staff responsibilities and training

- (a) Site director qualifications. A site director must meet the following minimum qualifications:
- (1) Must be an employee of the city.
 - (2) Must be at least 19 years of age.
 - (3) Must have a high school diploma or GED.
 - (4) Must have two years' experience planning and implementing recreational activities.
 - (5) Must have previous experience in supervising children and possess knowledge of recreational games, crafts and activities.
 - (6) Must be skilled in supervising children of varying age levels in a group setting.
 - (7) Must pass a background investigation including a test for illegal substances.

- (8) Must have a current certification in first aid, cardio pulmonary resuscitation (CPR) based on either American Heart Association or American Red Cross standards.

(b) Site director responsibilities.

- (1) A site director administers the daily operations of the program in compliance with these standards.
- (2) A site director recommends for hire, supervises, and evaluates program staff.
- (3) A site director plans, implements, and evaluates the daily activities of programs.
- (4) A site director will investigate allegations or concerns regarding suspected child abuse and will report suspected child abuse or neglect in accordance with the Texas Family Code.

(c) Program staff.

- (1) Program staff will be part-time or temporary employees of the department.
- (2) Program staff working with children must be 17 years of age or older; however, each program site will have at least one employee 18 years or older present at all times during the hours a program is conducted at the program site.
- (3) Program staff must pass a background investigation including a test for illegal substances.
- (4) Program staff must have successfully completed a course in first aid and CPR based on either American Heart Association or American Red Cross standards. An exception can be made for no more than one staff person at each program site, and that person shall successfully complete a first aid and CPR course within four weeks of starting work.

(d) Program staff responsibilities.

- (1) Program staff must be able to consistently exhibit competency, tolerance, and patience.
- (2) Program staff must relate to children with courtesy, respect, tolerance, and patience.
- (3) Program staff will provide participants with an environment in which they can feel safe, can enjoy wholesome recreation activities, and can participate in appropriate social opportunities with their peers.
- (4) Program staff will be responsible to know and follow all city, departmental, and program standards, policies and procedures that apply to the youth programs.

- (5) Program staff must ensure that participants are released only to a parent or an adult designated by the parent. All program sites will have a copy of the department approved plan to verify the identity of a person authorized to pick up a participant if that person is not known to the program staff.
- (e) Training/orientation.
- (1) The department will provide training and orientation to program staff in working with participants and for specific job responsibilities. Each program staff will be provided with a program manual specific to each youth program.
 - (2) Program staff will be trained in appropriate procedures to handle emergencies.
 - (3) Program staff will receive a two-day training course in areas including city, departmental, and program policies and procedures, provision of recreation activities, safety issues, child psychology, and city organization.
 - (4) Program staff will be required to sign an acknowledgment that they received the required training and are expected to conduct activities in accordance with training and these standards.

Sec. 14.04.224 Operations

- (a) Staff-participant ratio. In a youth program, the standard ratio of participants to counselors will be twenty (20) participants to one (1) program staff member. In the event a program staff member is unable to report to the program site, a replacement will be assigned.
- (b) Discipline.
- (1) Program staff will implement discipline and guidance in a consistent manner based on the best interests of participants.
 - (2) There shall be no cruel or harsh punishment or treatment.
 - (3) Program staff may use brief, supervised separation from the group if necessary.
 - (4) As necessary, program staff will initiate discipline reports to the parent(s) of participants. Parents will be asked to sign discipline reports to indicate they have been advised about specific problems or incidents.
 - (5) A sufficient number and/or severe nature of discipline reports as detailed in the program manual may result in a participant being suspended from a program.
 - (6) In instances where there is a danger to participants or program staff, the offending participant will be removed from the program site as soon as possible.

(c) Programming.

- (1) Program staff will attempt to provide activities for each group according to the participants' ages. The activities must be appropriate to participants' health, safety, and wellbeing. The activities also must be flexible and attempt to promote the participants' emotional, social, and mental growth.
- (2) Program staff will attempt to provide that programs include:
 - (A) Alternating active and passive activities;
 - (B) Opportunity for individual and group activities; and
 - (C) Outdoor time each day if weather permits.
- (3) Program staff will be attentive and considerate of the safety of participants on field trips and during any transportation provided by the program.
 - (A) During trips, program staff supervising participants must have immediate access to emergency medical forms and emergency contact information for each participant.
 - (B) Program staff must have a written list of the participants in the group and must check the roll frequently.
 - (C) Program staff must have first aid supplies and a guide to first aid and emergency care available on field trips.

(d) Communication. Each program site will have a mobile phone or radio to allow program staff at the program site to be contacted by department personnel. Each program site will have access to a telephone or radio for use in contacting the municipal complex or making emergency calls. The recreation coordinator will post the following telephone numbers adjacent to a telephone accessible to all program staff at each program site:

- (1) City ambulance or emergency medical services;
- (2) City police department;
- (3) City fire department;
- (4) City municipal complex;
- (5) City parks and recreation department;
- (6) Numbers at which parents of participants attending the program(s) at the program site may be reached; and
- (7) The telephone number for the program site itself.

(e) Transportation.

- (1) Before a participant may be transported to and from a youth program by program staff, a transportation release form, completed by the parent of the participant, must be filed with the site director.
- (2) First aid supplies and a first aid and emergency care guide will be available in all vehicles used by program staff to transport participants.
- (3) All vehicles used by program staff for transporting participants must have available a 6-BC portable fire extinguisher which is easily accessible.

Sec. 14.04.225 Facility standards

(a) Safety.

- (1) Program staff will inspect program sites daily to detect sanitation and safety concerns that might affect the health and safety of the participants.
- (2) Buildings, grounds, and equipment on the program site will be inspected, cleaned, repaired, and maintained to protect the health and safety of the participants.
- (3) Program equipment and supplies must be safe for the participants' use.
- (4) Program staff must have first aid supplies and a guide to first aid and emergency care readily available at each site, during transportation to an off-site activity, and for the duration of any off-site activity.

(b) Fire.

- (1) In case of fire, danger of fire, explosion, or other emergency, the first priority of program staff is to evacuate the participants to a designated safe area.
- (2) Emergency evacuation and relocation plans will be posted at each indoor facility of a program site.

(c) Health.

- (1) Illness or injury to participant.
 - (A) A participant who is considered to be a health or safety concern to other participants or program staff will not be admitted to the program.
 - (B) Illnesses and injuries will be handled in a manner to protect the health of all participants and program staff.

- (C) Program staff will follow plans to provide emergency care for injured participants with symptoms of an acute illness as specified in the program manual.
 - (D) Program staff will follow the recommendation of the state department of health concerning the admission or readmission of any participant after a communicable disease.
- (2) Medication. Program staff will administer medication to a participant only if:
- (A) Parent(s) complete and sign a medication form that provides authorization for program staff to dispense medication with details as to time and dosages. The form will include a hold harmless clause to protect the city.
 - (B) Prescription medications are in the original containers labeled with the participant's name, a date, directions, and the physician's name. Program staff will administer the medication only as stated on the label. Program staff will not administer medication after the expiration date.
 - (C) Nonprescription medications are labeled with the participant's name and the date the medication was brought to the program site. Nonprescription medication must be in the original container. Program staff will administer it only according to label direction.
 - (D) Medication dispensed will be limited to routine oral ingestion not requiring special knowledge or skills on the part of program staff. No injections will be administered by the program staff.
 - (E) Program staff must ensure medications are inaccessible to participants or, if it is necessary to keep medications in the refrigerator (when available). Medications will be kept separate from food.
- (3) Toilet facilities.
- (A) The program site will have inside toilets located and equipped so participants can use them independently and program staff can supervise as needed.
 - (B) There must be one flush toilet for every 30 participants. Urinals may be counted in the ratio of toilets to participants, but they must not exceed 50 percent of the total number of toilets.
 - (C) Exceptions on flush toilet to participants may be adjusted when program activities take place at primitive or outdoor park locations.

- (4) Sanitation.
- (A) The facilities at the program site must have adequate light, ventilation, and heat.
 - (B) The program site must have an adequate supply of water meeting the standards of the state department of health for drinking water and ensure that it will be supplied to the participants in a safe and sanitary manner.
- (5) Special needs. Participants with special needs requiring personal assistance, i.e., feeding, changing of clothes, using the restroom, must provide an attendant for the duration of the program. Program staff will not provide personal assistance. The attendant will be admitted to the program free of charge.

CITY OF HIGHLAND VILLAGE
COUNCIL BRIEFING

AGENDA# 14

MEETING DATE: 02/23/2021

SUBJECT: Consider Resolution No. 2021-2933 Adopting the Copperas Branch Park Master Plan

PREPARED BY: Phil Lozano, Director of Parks and Recreation

BACKGROUND:

On October 23, 2018, the City passed Resolution 2018-2783 to execute a professional services agreement for park planning services with la terra studio related to master planning Copperas Branch Park.

The Master Planning Process involved extensive efforts to engage the community and staff in the process. Efforts consisted of staff meetings, community meetings at Doubletree Ranch Park and Walk the Park Day at Copperas Branch Park. The City also engaged the community through use of various social media platforms such as Nextdoor, Facebook, and a new initiative, SpeakUpHV.com where the community was invited to share thoughts and ideas related to the project.

After the engagement process, the thoughts and ideas from staff and the community were synthesized into a priority list. This list then evolved into what is today The Copperas Branch Park Master Plan ("Master Plan").

The draft Master Plan was presented to the Parks and Recreation Advisory Board on March 9, 2020. After review and discussion, the board voted 5-0 in support of the Master Plan and recommended sending it to the City Council for review and adoption.

IDENTIFIED NEED/S:

Adoption of The Copperas Branch Master Plan

PROGRESS TO DATE: (if appropriate)

On February 9, 2021, in the City Council Early Work Session, the consultant from la terra studio Brad Moulton presented the draft Master Plan to the City Council. After the presentation, the consultant and Director Phil Lozano answered questions and requested placement of the Master Plan on the next City Council agenda to be considered for adoption.

BUDGETARY IMPACT/ORDINANCE CHANGE:

The Copperas Branch Park Master Plan was funded in 2019. To move to the next steps, “the design and build phase” will require a future capital campaign.

RECOMMENDATION:

To approve Resolution No. 2021-2933.

CITY OF HIGHLAND VILLAGE, TEXAS

RESOLUTION NO. 2021-2933

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HIGHLAND VILLAGE, TEXAS, ADOPTING THE COPPERAS BRANCH PARK MASTER PLAN; AND PROVIDING AN EFFECTIVE DATE

WHEREAS, pursuant to prior City Council authorization and direction, City Administration, working with the City's consultants and following receipt of comments solicited from the community, a draft master plan for the future use and development of Copperas Branch Park has been prepared ("the Master Plan"); and

WHEREAS, on March 9, 2020, having received and reviewed the draft of the Master Plan, the Parks and Recreation Advisory Board, the Board unanimously approved the Master Plan and recommended the Master Plan be forwarded to the City Council with a recommendation that it be adopted; and

WHEREAS, having received the report and recommendation of City Administration, the City's consultants, and the Parks and Recreation Advisory Board, the City Council of the City of Highland Village, Texas, finds it to be in the public interest to approve and adopt the Master Plan.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF HIGHLAND VILLAGE, TEXAS, THAT:

SECTION 1. The Copperas Branch Park Master Plan as presented at this meeting, a true and correct copy of which is on file in the Office of the City Secretary and incorporated herein by reference, is hereby approved and adopted as the official plan for the future use and development of Copperas Branch Park.

SECTION 2. This resolution shall become effective immediately from and after its passage.

PASSED AND APPROVED BY THE CITY COUNCIL OF THE CITY OF HIGHLAND VILLAGE, TEXAS, THIS THE 23rd DAY OF FEBRUARY 2021.

APPROVED:

Charlotte J. Wilcox, Mayor

ATTEST:

Angela Miller, City Secretary

APPROVED AS TO FORM AND LEGALITY:

Kevin B. Laughlin, City Attorney

(kbl:2/16/2021:120531)

CITY OF HIGHLAND VILLAGE
COUNCIL BRIEFING

AGENDA# 15

MEETING DATE: 02/23/2021

**SUBJECT: Status Reports on Current Projects and Discussion on Future
Agenda Items**

PREPARED BY: Karen McCoy, Executive Assistant

COMMENTS

This item is on the agenda to allow a Councilmember to 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.



UPCOMING MEETINGS

February 23, 2021	Regular City Council Meeting - 7:00 pm
March 4, 2021	Zoning Board of Adjustment Meeting - 6:00 pm
March 9, 2021	Regular City Council Meeting - 7:00 pm
March 15, 2021	Parks & Recreation Advisory Board Meeting – 6:00 pm
March 16, 2021	Planning & Zoning Commission Meeting – 7:00 pm
March 23, 2021	Regular City Council Meeting - 7:00 pm
April 1, 2021	Zoning Board of Adjustment Meeting - 6:00 pm
April 13, 2021	Regular City Council Meeting - 7:00 pm
April 19, 2021	Parks & Recreation Advisory Board Meeting – 6:00 pm
April 20, 2021	Planning & Zoning Commission Meeting – 7:00 pm
April 27, 2021	Regular City Council Meeting - 7:00 pm
May 6, 2021	Zoning Board of Adjustment Meeting - 6:00 pm
May 11, 2021	Regular City Council Meeting - 7:00 pm
May 17, 2021	Parks & Recreation Advisory Board Meeting – 6:00 pm
May 18, 2021	Planning & Zoning Commission Meeting – 7:00 pm
May 25, 2021	Regular City Council Meeting - 7:00 pm

Note – The Zoning Board of Adjustment, Parks & Recreation Advisory Board, and the Planning & Zoning Commission meetings are held monthly, IF NEEDED. Please visit www.highlandvillage.org or the City Hall bulletin board for the latest meeting additions and updates.

By: Karen McCoy, Executive Assistant – City of Highland Village