



CITY OF JERSEY VILLAGE, TEXAS

PARKS & RECREATION ADVISORY COMMITTEE NOTICE OF A MEETING

May 10th, 2023 at 5:30 p.m.
Civic Center Auditorium
16327 Lakeview Dr. Jersey Village, TX 77040

AGENDA

1. **Call to Order & Attendance** *Doris Michalak & Maria Thorne*
2. **Approve Minutes from 4-5-23**
3. **Citizen Comments**
Any person who desires to address the Recreation & Events Committee regarding an item on the agenda will be heard at this time. In compliance with the Texas Open Meetings Act, unless the subject matter of the comment is on the agenda, the City staff and Committee Members are not allowed to discuss the subject. Each person is limited to five (5) minutes for comments.
4. **Items for Individual Consideration**
 - a. Founders' Day Event closeout
 - b. July 4th Event discussion
5. **Parks and Recreation Directors Report**
6. **Future Agenda Item Request: Please email all future agenda item requests to mthorne@jerseyvillagetx.com.**
7. **Next Meeting Date 6-7-23**
8. **Adjournment**

I, Maria Thorne, Parks and Recreation Administrative Assistant, City of Jersey Village, do hereby certify that the foregoing notice was posted in a place convenient to the public at City Hall on the 2nd day of May at 12:00pm.

Maria Thorne
Parks and Recreation Administrative Assistant

In compliance with the Americans with Disabilities Act, the City of Jersey Village will provide for reasonable accommodations for persons attending public meetings. Request for accommodations must be made to the Parks Administrative Secretary by calling 713-466-2174 forty-eight (48) hours prior to the meetings.

"Pursuant to Section 30.06, Penal Code (trespass by license holder with a concealed handgun), a person licensed under Subchapter H, Chapter 411, Government Code (handgun licensing law), may not enter this property with a concealed handgun."

"Pursuant to Section 30.07, Penal Code (trespass by license holder with an openly carried handgun), a person licensed under Subchapter H, Chapter 411, Government Code (handgun licensing law), may not enter this property with a handgun that is carried openly."

Notice removed on _____

PARKS AND RECREATION ADVISORY COMMITTEE
MINUTES OF MEETING
April 5, 2023

Call to Order

Doris called meeting to order at 5:33 pm.

Nancy Manlove	<i>present</i>	Edward Lock	<i>present</i>
Jamie MacDonald		Thomas Huebner	<i>present</i>
Heather Tuggle	<i>present</i>	Michelle Mitcham	<i>present</i>
Lynda Schubring	<i>present</i>		
Ashley Brown	<i>present</i>	Isaac Recinos	<i>present</i>
Doris Michalak	<i>present</i>	Sebastian Marquis	<i>present</i>
Rachel Beazley	<i>present</i>	Robert Basford	<i>present</i>
Robyn Taylor	<i>present</i>	Maria Thorne	<i>present</i>

Approval of Minutes from 3-8-23

A motion was made to approve the minutes by Ashley and was seconded by Lynda.

Citizen Comments

Citizen Britney Davies of 8215 Rio Grande spoke about wanting to promote a youth fair to let parents know what options are available for kids in JV and in CyFair. She would like to have vendors of sports programs, and academia, like Kumon, Mathnasium, I-9, etc., to set up a tent and present their information so that parents are aware of the options. The fair would be targeted specifically for youth. Isaac asked Britney to send him an e-mail.

Kimberly Knell of 15601 Singapore announced that CIRT is having their meeting tomorrow at 6:30 at the Fire Department. She also mentioned stepping-stones and her butterfly garden which is there for all to enjoy.

Items for individual consideration

a. Easter Egg Hunt

Isaac mentioned that Jersey Village Women's group is on board for distributing and hiding the Easter eggs, but that the plans for the Easter Egg hunt may need to be changed due to the rain. Several alternative options were mentioned and discussed. The original plan was for JVWG to hide the eggs Friday night so that kids could hunt for them on Saturday. Isaac said that if he can get enough volunteers to hide them early Saturday morning instead, then they will do that. As a last resort, the eggs can be handed out at Founder's Day. Doris asked Isaac to put signs in the park to let people know the plans for the egg hunt.

b. Founders' Day

Isaac shared his updates for Founders Day. He has 17 organizations signed up for game booths, compared to last year's 10. There are 13 food and beverage vendors. The cake walk will take place from 5:00 to 6:15 immediately followed by bingo.

Staff sent out e-mail communications to all volunteers, food trucks, police and fire departments and carnival game sponsors, containing maps and information. Staff had a final site visit with the mechanical rides company at Clark Henry Park to discuss

logistics. Wristband sales on-line are over \$1000, and all of the volunteer slots have been filled.

Robert stated that the Day of purchasing of wristbands and presale pickups will be the biggest challenge. We have secured the needed electronics for the credit card transactions. Ashley volunteered to check for wristbands at the entrance to the rides. Lynda volunteered to help with the wristbands sales. Heather will run the photo booth.

We have obtained a dunk tank for the event and are signing people up to be in the tank. We will sell tickets for a dollar at the wristband booth. The DJ Stage will be in a different location from last year.

The Trophy will be under the pavilion from 5:30 to 7:30 and two more volunteers are needed to assist with photos. They need to get people in line to put their bags down before they get to the front of the line so that photos with the trophy can go faster.

Michelle said that Andrew would sponsor another photo booth. Rachel the cow was mentioned for a photo op along with what we should use for tagging for photos.

There will be adult volunteers in charge of the younger volunteers at the bounce houses. Robyn and Rachel are monitoring the green lot – Post bus loop. That lot will close from 9 to 10 and cars can't be moved out of there because of pedestrian traffic. The police department will be on hand to help. Some of the parking has been designated ADA. There will be signs with information throughout.

There will be food, drinks, and snacks for the volunteers at the hospitality tent. Chick Fil A will donate sandwiches. We will use radios to communicate, and Doris will also set up a text chain. Nancy said that she will need some volunteers at 7pm to help with samples and voting for the people's choice chili competition.

The group also talked about post-event cleanup, and the new park benches and tables. There will be less folding chairs to gather up. After the event, the park benches will be set up in different areas around the city.

Parks and Recreation Directors Report

Clark Henry park -the rock wall will be replaced by the manufacturer on April 17.

Carol Fox park – the wall is done, will do the sand in September, will order extra sand for Clark Henry. Shade structures are very expensive.

Future agenda item request

Next Meeting Date

5-10-23

Adjournment

A motion was made to adjourn the meeting by Robyn and was seconded by Thomas.



Jersey Village Parks & Recreation

To: Parks and Recreation Advisory Committee

CC: Austin Bleess, City Manager

From: Robert Basford, Assistant City Manager

Date: May 11, 2023

Subject: Parks & Recreation Director's Monthly Report

Parks & Recreation Monthly Report

Recreation

- Recreation staff prepared the pool for the JV star swim season this past month. This involved removing leaves from the pool, organizing guardroom, balancing pool chemicals and restocking items.
- Recreation staff held Founders Day this past month. The event went successful and we were able to hit our revenue goal as a department. A great event that could not have been possible without the help and support of the community.
- Senior Fitness had a regular month; we averaged around 10 people per class this past month.
- Recreation staff was able to help with the Boy Scout swim tests this past month.
- Recreation staff was able to interview the final wave of lifeguards for the upcoming pool season
- Recreation staff was able to host a lifeguard certification class at our pool that successfully certified six guards! This was the first time our City has certified our Lifeguard staff internally.
- The Splash Pad chemical feeding system was having some issues (PH Sensor would not read acid properly), which delayed our opening. However, Recreation staff is happy to announce the splash pad is open for the summer season!

Parks

- Parks staff has removed the orange construction fence that was wrapped around the Carol Fox concrete wall, the grass has grown in about 75 percent grass coverage. We have put down more grass seed to grow in a thicker cover of grass.
- Parks staff has installed the second expression swing at Carol Fox Park.
- The dog park pavilion project has been wrapped up; the new shade is on and looks great.
- We are currently still waiting for an estimated time arrival for the Carol Fox playground equipment.
- Parks staff installed all the new pic-nic tables and benches and the new trash cans in the parks. We are working on removing the old amenities now.
- Parks staff went out and aerated Clark Henry Park. We are currently trying to allow the ground to breath and have less compaction.
- Parks staff had the new rock wall installed at Clark Henry Park; we removed the old wall and are currently deciding what we are doing with it.
- Parks staff had the new sink installed at Clark Henry pavilion, and the urinal fixed.

- Parks staff took delivery of our John Deere tractor and all of its attachments.
- Parks staff took delivery of our new tree chipper.
- Parks staff is firing up all of the irrigation systems; we are fixing all of our irrigation problems.

Building maintenance

- The remodeling company is still working on the fire department bathrooms; the original women's bathroom is done. They are currently working on the original men's bathroom.
- Staff is currently working with our ac systems a lot as they are running inn full affect. We are draining the drain line just about every few days.