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# CITY OF JERSEY VILLAGE, TEXAS

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## PARKS & RECREATION ADVISORY COMMITTEE NOTICE OF A MEETING

July 7, 2021 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 6.2.2021** *Doris Michalak*
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. Youth Committee member selection – *Josh Rodrigue*
  - b. Committee feedback regarding 4<sup>th</sup> of July event – *all*
  - c. Lazy Day 1.5k discussion – *Isaac Recinos*
  - d. Fall Frolic Updates – *Doris Michalak*
5. **Staff briefings**
  - a. Parks and Recreation Updates - *Joshua Rodrigue, Robert Basford*
6. **Future agenda item request: Please email all future agenda item requests for our July meeting to [mthorne@jerseyvillagetx.com](mailto:mthorne@jerseyvillagetx.com) prior to 7/20/21.**
7. **Next Meeting date August 4th, 2021**
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 general public at City Hall on the 1<sup>st</sup> day of July at 1:30 pm.

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  
June 2, 2021

**Call to Order**

Doris called meeting to order at 5:37 pm

Travis Coggin *present*

Nora Hahn *present*

Ashley Brown

David Lock *present*

Bridget Martinez *present*

Doris Michalak *present*

Charlie Mattair

Sierra Brown

Michelle Mitcham *present*

Josh Rodrigue *present*

Robert Basford *present*

Maria Thorne *present*

**Approval of Minutes from 5-5-21**

Motion was made to approve minutes by Nora

Motion was seconded by David

**Citizen Comments**

None

**Items for individual consideration**

a. Clark Henry Play structure location discussion

Robert stated that the community consensus was that the tire structure could be eliminated and so the new play structure will be located there. Doris asked about the timing and Robert stated that the play structure was in the manufacturing stage and that he was also working on the colors and design for the gaga ball pit. The goal is to have it done before the 31<sup>st</sup> of July.

b. July 4th event discussion - committee member contributions

Josh talked about a car show after the parade, and the location and details were discussed. Josh asked David to let him know how many spots will be needed. David stated that he would talk to Bruce. Doris asked what other things would be located in the parking lot and David mentioned food trucks in the past. It was decided that the cars for show will park on dead-end street. David volunteered to head up the car show parking.

Doris asked about the committee float or entry and commented that that if committee members are taking care of other tasks during the parade that they may only be able to spare one person to drive or participate in the parade.

Josh stated that he will have his part time staff in place helping with the activities at the park and that one person could do check-in for the parade. He will put number signs to help get cars lined up for the parade. Ashley and a couple of other volunteers will judge entries. He said that he only needs about 3 or 4 persons running the parade.

Nora asked for clarification about the numbers and order of parade entries. Josh will designate a parking space for each entry to ensure that they are in the order he wants. He will lay out spaces for each entry, taking into account the length of

the vehicles. Robert asked about traffic control at 290 and Jersey Dr. Josh said that he will ask Chief Rigs for assistance.

David asked what time the parade would take place and Josh responded that it will start at 10:30am and that people can start lining up at about 9:30am.

Robert asked Josh to create an outline of positions that need to be filled and send it out to get volunteers to sign up.

Doris recapped the tasks for committee members: David will be in parade and will run the car show, Ashley will head up the judging, Nora volunteered her car to be the committee's parade entry, and Travis can go with Nora's car or do check-in with Doris. Josh stated that the staffing at the park is covered but that he needs one assistant to help with lineup after check-in and one more judge to help Ashley judging parade entries at the pool. So far has about 30 to 35 entries for parade and stated that he will allow parade entries up until July 2<sup>nd</sup>. Josh will have magnetic signs created for the vehicles for the parade.

Michelle asked if the BBQ cook-off would take place. Josh said yes and explained how the tasting and judging will take place. The prize will be a golden cow.

The date of the event was talked about – it will be on July 4<sup>th</sup> which is a Sunday. Josh also added that the farmers market will be going on during the 4<sup>th</sup> of July event. Preparations have been made with bands, equipment, activities, food trucks, etc. Robert talked about day-of or small on-the-spot activities like three-legged race. Josh will organize the event layout by zones, such as the food area, play area, etc. The start and end times of the event were discussed: 11am to 3pm but may go a little later.

Michelle asked if there will be an entry form for the BBQ cook-off on the website and Josh said that he would. Signs and the marquees were discussed. Josh talked about the different ways he plans to advertise and market the event.

Doris asked committee members to coordinate with her about the tasks they were volunteering for. Robert stated that he will be on "drone duty" during the 4<sup>th</sup> of July celebration.

- c. Fall Frolic update - Doris Michalak  
Doris is coordinating with the school and the Parent/Teacher Organization. Will schedule some meetings for the committee for July. Is waiting to hear about dates. She thinks that it will be the trunk or treat in the parking lot. Doris will let us know 72 hours in advance if they will meet to plan the event.

## **Staff briefings**

### **Recreation**

Josh brought up that administration wants to move founders date to April. It may become an annual event. Fireworks will be less expensive in April. The Founder's Day celebration will be on April 16<sup>th</sup> 2022. Josh said that he will start planning the

Founder's day celebration after Holiday in the Village. Would like to have one event per season.

Josh brought up that it is time again to select youth committee members. He advertised in the JV Star and is planning to have selection of new youth committee member by next month so that they can start attending meetings in August. It will be a voting Agenda item.

Matt Jones is teaching a fishing class for kids at the Jersey Meadow Nature Trail. It is very popular and may consider holding another one. He talked about possibly stocking the pond with fish.

Josh talked about upcoming movies in the park – no longer need to reserve a spot since we are using the park and can fit more people.

Swim lessons are going very well, broke a record with close to 80 students. The slide and diving board were discussed. Pool memberships and water aerobics were discussed. Robert stated that fee adjustments need to go to council and that he spoke with Austin about them. Fees will be discussed in the future.

July is Parks and Recreation month. There will be a challenge for people to do in July. There will be a movie in July. Looking at doing an adult soccer league in July and August

Lazy Marathon on July 17<sup>th</sup> from 11am to 1pm– thinking about ideas to make it fun with beer, donuts, snacks, silly activities, stickers, sell rides on golf carts for a few bucks. Would like it to last as long as possible. Maybe have some couches. Water balloon fights, slip & slides. Tailgate about 15 ft before the finish line. First place medals for all participants.

### **Parks**

Robert talked about working on budget. Waiting to hear back about AARP grants, Working on TXDOT revegetation along the beltway. Play structure is in the manufacturing stage, replacing 2 Dixie Chopper mowers.

Looking into spearheading a "Friends of Parks", or Parks Foundation 5013C for fundraising for the parks. David brought up the idea of a golf tournament to raise money for the foundation.

Robert has also been closely monitoring golf course berm project. Held some interviews for parks supervisor and have some candidates in mind. The recent heavy rains have caused some issues with ponding at the splash pad, but looking for solution. He thinks that they may have found a solution to the smell at the pool

Doris asked about the Berm completion date and Robert said that the target was Sept 1<sup>st</sup>. Doris also asked about the Senate Marquee. The second phase is going to bids in June. Updates are being posted on the website.

David asked about the sand spurs. Robert has looked into the issue.

Shirts for the 4<sup>th</sup> of July were discussed. Committee members will send in their sizes so that they can be ordered.

**Future agenda item request**

**Next Meeting date**

July 7, 2021

**Adjournment**

Motion was made to adjourn meeting by David. Motion was seconded by Bridget.

DRAFT