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# CITY OF JERSEY VILLAGE, TEXAS

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## RECREATION & EVENTS COMMITTEE NOTICE OF A MEETING

September 16, 2020 at 5:30 p.m.  
Civic Center Auditorium  
16327 Lakeview Dr. Jersey Village, TX 77040

### AGENDA

1. **Call to order**
2. **Approve Minutes from 08.05.2020**
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. Master Plan Update
  - b. Committee Descriptions
5. **Staff briefings**
  - a. Parks and Recreation Updates.
6. **Future agenda item request**
7. **Adjournment**

I, Josh Rodrigue, Recreation and Events Coordinator, 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 10th day of September at 4:00pm.

Josh Rodrigue  
Recreation and Events Coordinator

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 \_\_\_\_ day of September, 2020



RECREATION AND EVENTS COMMITTEE  
MINUTES OF MEETING  
August 5, 2020

**Call to Order**

Doris called the meeting to order at 5:33 pm

**Approval of Minutes**

No minutes to approve

**Citizen Comments**

Bill Edwards spoke at 5:35 concerning the Master Plan. He mentioned his unhappiness with the original plan proposals from Burditt, citing oversight in the acquisition of land for new parks and trails, as well as distaste in the idea of bathrooms at Carol Fox Park.

Susan Edwards then spoke at 5:38, continuing on Bill's comments. She stated a further unhappiness with bathrooms at Carol Fox Park, as well as not being fully on board for basketball hoops at Clark Henry Park.

**Items for individual consideration**

- a. Master Plan: each committee member present expressed both positives and negatives to the current state of the master plan. Highlights: they would like to see the plan be delayed in time for a town hall meeting or two; the committee would also like to see more lights around the parks, extra attention to the basketball hoops to discourage people from playing after the park closes, and the necessity for new parks. The committee called for information to be put out to the public.
- b. Memorial Pavers Approvals: The committee approved Josh to put out the memorial pavers advertising
- c. Shakespeare in the Park: Josh laid out the plans for a Shakespeare in the Park production (Nora is the main point on this at the moment) for the spring. This will be a big step in bringing a bigger focus of art and culture to the department.
- d. Youth Committee Member: The committee approved Josh to promote the youth chair position and take applications for the appointment to start in January. Appointments will be 6 months long from Jan-June and July-Dec.

**Staff briefings**

**Parks:**

**Gateways:** Some progress, mostly done. Just waiting on staff to be trained on how to use the programs.

**Shade Structures** at Carol Fox Park and over the Splash Pad scheduled coming in the next few months

**Recreation:**

Pool had a very successful summer despite COVID-19.

Swim lesson registrations beat out last summer

Memberships were less than last summer but we've had more people buying day passes

July 4<sup>th</sup> parade was successful, hosting 42 parade entries!

Fall events are still up in the air. Any event over 100 people is expected to be canceled until at least November.

**Future agenda items request:** An Update on the Parks Master Plan and residents feedback on it.

**Adjournment:** Motion made to adjourn meeting by Travis. Motion seconded by Ashley. Motion passed.

## **PARKS AND RECREATION ADVISORY COMMITTEE**

### **Committee established and converted.**

The recreation and events committee is hereby re-established for the city a Parks and Recreation Advisory Committee.

### **Committee membership.**

The Parks and Recreation Advisory Committee shall have seven (7) regular voting members who shall be appointed by the City Council at the recommendation of the City Manager, or his/her designee. The Parks and Recreation Advisory Committee members shall serve without compensation. The members of the committee should be interested in public parks and public recreation, and the general use of leisure time of the people of the city.

All seven (7) of the regular member positions shall be filled by persons who reside within the city limits of Jersey Village.

In addition to the regular voting members of the committee, the committee has the discretion to identify and name one youth member, who resides within Jersey Village city limits, to serve on the committee as an ex-officio, non-voting youth member of the committee. The youth member shall be enrolled in grades 9—12 and serve a term in length identified by the Parks and Recreation Committee at the time of the youth member's selection, but not to exceed one year.

In addition to the regular voting members of the Committee, the City Parks and Recreation Director shall serve as an ex-officio member of the Committee with no voting privileges.

The members of the Committee from the voting membership shall elect a Chairperson and Vice-Chairperson to serve a term of one year to conduct the meetings and the voting members shall fill any vacancy in either of the offices of Chairperson or Vice-Chairperson.

### **Terms of members.**

The committee members shall hold office and serve from and after the date of their respective appointments, subject to the conditions provided in this article, for the following terms.

All of the committee members shall serve for three (3) year, staggered terms, with the option for reappointment to fill a vacancy if no successor is named.

Each seat on the committee will be assigned a "place" number. The members of the Committee shall be identified by place numbers (1) through (7). Places (1), (2), (3) and (4) shall be appointed initially for a term of two years, places (5) and (6) and (7) shall be initially appointed for a term of one year. Thereafter, all members shall be appointed for a term of three years.

### **Quorum and voting.**

A minimum of four (4) committee members is needed to form a quorum.

An official recommendation requires a majority vote of the quorum of committee members present (e.g., 4 of 7 members present, 3 of 4 members present).

**Duties generally.**

The Parks and Recreation Advisory Committee shall have the following duties and responsibilities:

- (A) Review and make recommendations on parks and recreation programs and events for the city to the Parks and Recreation Director;
- (B) Make recommendations on implementation of the Parks Master Plan to the Parks and Recreation Director;
- (C) Review and make recommendations when requested by the Parks and Recreation Director, City Manager, and/or City Council;
- (D) Serve as advocates and promote public interest for the Jersey Village parks and recreation system, by understanding and interpreting the Jersey Village's parks and recreation system's work to the community;
- (E) Assist with ~~soliciting funds~~, volunteers, and bequests for parks and recreation programs and events; and
- (F) The Parks and Recreation Advisory Committee shall have no right, power, or authority to obligate or bind the city in any manner.

**Meetings.**

Any member of the committee may submit an agenda item request to the chair to be considered for the agenda.

The committee shall have the authority and duty to adopt rules governing its official meetings.

All meetings shall be open to the public and shall be governed by the Open Meetings Act.

The committee will meet on an as needed basis with a regular meeting being held on the first Wednesday of the month.

The Director of Parks and Recreation or designee, shall be responsible for preparing and posting the committee agendas and keeping minutes of all meetings and will serve as the boards secretary.

**Report of meetings.**

It shall be the duty of the committee to approve minutes and the Director of Parks and Recreation or designee will record and keep the minutes.

**Removal from office.**

Any committee member may be removed at any time by a majority vote of the City Council for inefficiency, neglect of duty, malfeasance in office, or failure to maintain eligibility.

**Vacancy.**

A vacancy arises if any committee member is absent from three (3) consecutive regular meetings or resigns.

If for any reason the position of any committee member shall have been vacated by removal or otherwise, the appointment and confirmation to fill such vacancy shall be made by the City Council for the unexpired term of the vacated office.

