



CITY OF JERSEY VILLAGE, TEXAS

PARKS & RECREATION ADVISORY COMMITTEE NOTICE OF A MEETING

February 2, 2022 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 1-5-2022** *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. Founder's Day event – *Robert Basford*
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 3-2-22**
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 26th day of January at 1:00 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
January 5, 2022

Call to Order

Doris called meeting to order at 5:30 pm

Bridget Martinez	<i>present</i>	Lynda Schubring	<i>present</i>
Jamie MacDonald	<i>present</i>	A4 - vacant	
David Lock	<i>present</i>	Michelle Mitcham	<i>present</i>
Charlie Mattair	<i>present</i>	Luke Onorato	<i>present</i>
Ashley Brown	<i>present</i>		
Doris Michalak	<i>present</i>	Isaac Recinos	<i>present</i>
Kristy Holder	<i>present</i>	Sebastian Marquis	<i>present</i>
Glenn Jackoviak	<i>present</i>	Robert Basford	<i>present</i>
Heather Tuggle	<i>present</i>	Maria Thorne	<i>present</i>

Approval of Minutes from 12-1-21

Motion was made to approve minutes by David and was seconded by Glen.

Citizen Comments

None.

Items for individual consideration

Founder's Day Event – Robert

The Founder's Day event will take place on April 9th. Robert met with the fire department about fireworks and has selected the location. He is working with Phoenix Design group for the fireworks. He also contacted two companies about mechanicals (carnival rides), and will schedule site visits with them. During the fireworks, the carnival ride area would be closed down and barricades will be used.

There is space for more than 25 games. He would like to have organizations and businesses sponsor games and activities and make them available to festival attendees for free. He has contacted a company about bulk pricing on plush toys for prizes and giveaways.

There are plans to have a DJ, JVSO will host a Bingo hour, and the Women's Group will host a cake walk. A cow milking contest was brought up. Also discussed were a chili cook off, 2 liter bottle ring toss, a soccer ball kick area and activities planned by the golf course staff.

Robert said that they were thinking about providing the games and bounce houses for free but offering wristbands for sale for a small fee for the carnival rides. They could do presales with the wristbands. The budget for the event was brought up and Robert explained that the goal was to have a zero net impact on the budget.

The layout and location of the DJ and specific activities were also talked about. There was talk about contacting the High School for games, reaching out to some community members, and coordinating with organizations like PALS or Key Club.

Robert said that he would like to have an organization do a show from 8:30 to 9:00. The JV dance team cheerleading squad was mentioned, and also possibly hiring a magician. Having someone from the high school sing National Anthem was also brought up along with having a face painter, a giant cake, a s'mores vendor, and a food court area,

Robert said that he will advertise heavily in the JV star, and on social media. He has plans to create a flyer to let people know schedule of activities.

A rain plan and parking arrangements are being considered. Robert would like to coordinate a meeting with representatives from the schools, the police department, and the fire department.

The event will need lots of volunteers and help setting up. Robert mentioned that he may have to hire people to man the activities. He would like to get things lined out by February and anticipates that the February 2nd committee meeting will be longer in duration.

Parks and Recreation Directors Report

The subject of alcohol at events was discussed with members sharing their thoughts on the matter. Staff reiterated that they will continue to monitor and enforce rules set by TABC and City ordinance while also preparing for additional trash at entrance and exits of events.

Future agenda item request

Next Meeting date 2-2-22

Adjournment

Motion was made to adjourn the meeting by Ashley and was seconded by Kristy.



Jersey Village Parks & Recreation

To: Parks and Recreation Advisory Committee

CC: Austin Bleess, City Manager

From: Robert Basford, Parks and Recreation Director

Date: January 31, 2021

Subject: Parks & Recreation Director's Monthly Report – January

Parks & Recreation Monthly Report

Admin

- Golf Course is on pace to record second best January revenue to date.
- Carol Fox Restroom has moved towards the manufacturing stage. Given our park location, utility location, availability and budget we were limited to only a few options between 3 companies. Prices for everything has gone up but we were able to work with the company to create the best solution for us. This building will have a men's and a women's restroom equipped with timed door locks, sky lights, anti-graffiti coating, baby changing stations and it will also include a chute for easy plumbing repair. We created the ability to install a water fountain and water bottle fill station in house.
- I began the initial preparation for budget season with some project forecasting as well as operating forecasts.
- The rock wall at the pool has been completed and the job posting for lifeguards has been posted.
- I met with the principal of JVHS and discussed how we can partner together for events moving forward. I will be emailing her with a list of ways in which their student organizations can get involved.
- I met with the mechanical ride company, this will be discussed as a regular item on the agenda as will founder's day preparation.

Recreation

- This month there was a lot of growth in the senior fitness class. We jumped from averaging 6 a class last month to 8. We also saw 6 new memberships this month.
- Worked on the new FUA's for our partnership organizations Camp Gladiator and I9 Sports.
- Was able to secure a sponsor for our E-sports league starting in the spring. GG leagues is officially coming to Jersey Village.

- Met with the Fairbanks Branch Library and was able to establish a partnership for summer programming. They will bring a 9 week program to the civic center starting in June.
- Geocaching is also coming to Jersey Village beginning sometime in February!
- Currently working on my lifeguard certification and my lifeguard management certification.
- Had two Bingo Nights this month. Both were successful and were completely filled up!
- The Rockwall Project in the pool was finally completed this month! It looks great, along with our pool water, which we had to regulate its chemistry when we refilled the pool.
- Currently our bathroom fixture project is underway. We are changing all fixtures in bathrooms. As of now the men's restroom is completed. The Woman's restroom needs some masonry work done before it can be completed.
- Currently working on our play guide (spring-summer edition). My goal is to try to find enough sponsors so that we can cover the cost of printing the play guide.

Parks

- Worked with Isaac and progressive on getting the rock wall project up and completed,
- We had one of the sand filters break at the pool, we have since had it fixed and the pool is running swimmingly.
- We had a few things to get ready on the baby pool, and get the filter system fixed but it is now full and blue.
- Met with a new playground distributor, this company looks like it could be very good to work with. Looking forward to possibly working with this company.
- Getting prices together on replacing all the trash can, benches and picnic tables in all of our parks.
- Starting working on park portfolios for each park that will tell us all the information about the park. Also with these new park portfolios it will be able to tell us what we have for equipment what we have for amenities.
- Helping Robert with the final details of the Carol Fox Bathroom. The bathroom is ordered and coming our way shortly.
- Working on getting prices to replace the wood wall at Carol Fox to a concrete wall.
- Working on getting quotes for pool house bathrooms. Looking to get this projects finished up by the end of February
- The pool bathroom project has started and is going smoothly.
- Our parks crew trimmed up all the crap myrtles in the city, making them look fresh and clean.
- Working on my CPSI course to be able to examine our playground equipment and make sure it is safe and ready to play.