

MINUTES OF THE WORK SESSION MEETING OF THE CITY COUNCIL OF THE CITY OF JERSEY VILLAGE, TEXAS, HELD ON SEPTEMBER 17, 2018 AT 5:30 P.M. IN THE CIVIC CENTER MEETING ROOM, 16327 LAKEVIEW, JERSEY VILLAGE, TEXAS.

A. CALL TO ORDER AND ANNOUNCE A QUORUM IS PRESENT

The meeting was called to order by Mayor Ray at 5:32 p.m. with the following present:
Mayor, Justin Ray
City Manager, Austin Bleeß
Council Member, Andrew Mitcham
City Secretary, Lorri Coody
Council Member, Greg Holden
Council Member, Bobby Warren
Council Member, James Singleton
Council Member, Gary Wubbenhorst

Staff in attendance at this meeting included Kevin Hagerich, Director of Public Works; Jason Alfaro, Director of Parks and Recreation; Isabel Kato, Finance Director; Matt Jones, Golf Pro; and Christian Somers, Building Official.

B. Discuss and take appropriate action regarding the design of the Jersey Meadow Golf Course Clubhouse and Convention Center.

Jason Alfaro, Director of Parks and Recreation, introduced the item. Background information is as follows: After the approval to execute a contract with PGAL for the design of a new clubhouse and convention center, city staff has been able to meet with PGAL multiple times to discuss clubhouse/convention center options. During the past couple of months we have discussed layout and location options, as well as some very basic exterior options. During those discussions, basic needs for the new facility were assessed and recommendations were made from PGAL staff. Throughout the process we have made multiple changes to the layout of the facility, changing space sizes and locations to make the best use of space. City staff feels that we have made significant progress designing the layout of the facility and would like city council to review and make recommendations to the design.

Jason introduced the PGAL representatives to give a presentation of the most recent design work.

Council first reviewed the site plan for the facility. The design allows for use of the current clubhouse while constructing the new facility. It also provides increased parking capability from 140 spaces to 160 spaces. There was concern of some members that the parking as currently laid out does not curtail “cut-through” traffic. The consultant pointed out that islands have been added and there will be no direct access over the bridge. These additions may help to curtail the “cut-through” traffic.

The existing golf cart location will not be disturbed and the existing cart barn will remain. There will be a covered entrance to the clubhouse along with a golf cart staging and cart return area.

The restaurant and convention center portions of the facility have been placed such to provide the best views.

The service yard is for the dumpster and the golf cart return area.

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Next Council reviewed the floor plans. The facility will be two-stories with 9800 square foot of space on the inside and approximately 2,865 square foot in exterior, patio space.

The first floor was reviewed. The dining room will seat 60 occupants. There is a commercial cooking and kitchen area. Council had several questions concerning the location of the “ordering” windows, storage, offices, etc. to which the consultants responded accordingly.

The second floor was reviewed. The convention center portion will seat 180 occupants and approximately 337 standing occupants. This space can be divided into two (2) separate rooms. The second floor also contains a board room and a food prep area. The food will be prepared downstairs and transferred to the second floor for preparation and serving.

Council reviewed the cost estimates for the facility. The total estimated project costs are \$3,287,403.67.

Council engaged in discussion about the design of the facility. There was discussion about the restrooms on the first floor. Some members of the Council felt that the proposed restrooms are similar to what we currently have, but more space is needed than that being proposed. Some felt the need for a shower in the restrooms on the second floor. Additionally, it was noted that there are no lockers, with the exception of a few in the restrooms. To remedy this problem, it was felt that the Pro Shop area could be reduced.

There was discussion about the exterior restrooms. Most felt that these restrooms could be unisex as opposed to having separate male and female restrooms.

The putting green area was discussed. Matt Jones explained that this area will most likely be moved to Tee Box No. 1, which will require a few changes to the course.

It was the consensus of City Council that the two-story proposed facility is a good idea. They liked the covered entrance and felt the layout was for the most part acceptable. Council also liked the idea that the existing facility can be used during the construction period. Council also liked the open Pro Shop, outdoor dining, and the commercial kitchen. However, Council cautioned that we must keep an eye on costs while at the same time we serve both the golfer, the residents, and the public.

Council discussed the capability of having a sliding glass door between the dining room and the outdoor patio area. The idea would be that this door could be opened during nice weather to create a more walkable area.

Some members wanted to have the second floor open area located on top of the first floor open area, while others felt that this area was properly located as proposed since moving it would disturb the view of those renting Convention Center portion of the facility.

Council pointed out that the stairwell coming from upstairs needs to exit into the first floor outdoor seating area as opposed to the parking lot.

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Council discussed the cart barn. It currently holds 80 carts and four (4) utility vehicles. Some members felt that this building needs to be replaced during the project as it will stick out like a “sore thumb.” However, Staff explained that it was their intention to hide the facility with landscaping.

The next steps were discussed. City Manager Bleess explained that we will take the comments from today’s meeting and start work on refining the details. The time line for the bidding process will be after the first of the year and possibly into early spring. The construction is expected to take eight (8) to nine (9) months.

Before adjourning the meeting, City Council discussed the plans for the restaurant service.

C. ADJOURN

There being no further business on the Agenda the meeting was adjourned at 6:27 p.m.



Lorri Coody, City Secretary