

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.

Kimberlee Henao of 15601 Singapore announced that CERT 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.