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# CITY OF JERSEY VILLAGE, TEXAS

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## PARKS & RECREATION ADVISORY COMMITTEE NOTICE OF A MEETING

April 6, 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 3-2-2022** *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*
  - b. Easter Egg event update – *Isaac Recinos*
5. **Parks and Recreation Directors Report**
6. **Future Agenda Item Request: Please email all future agenda item requests to [mthorne@jerseyvillagetx.com](mailto:mthorne@jerseyvillagetx.com).**
7. **Next Meeting Date 5-4-22**
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 30th day of March at 1:00pm.

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."

PARKS AND RECREATION ADVISORY COMMITTEE  
MINUTES OF MEETING  
March 02, 2022

**Call to Order**

Doris called meeting to order at 5:32 pm

Jamie MacDonald

Ashley Brown           *present*

Doris Michalak       *present*

Kristy Holder

Glenn Jackoviak      *present*

Heather Tuggle       *present*

Lynda Schubring      *present*

Michelle Mitcham     *present*

Luke Onorato

Isaac Recinos

Sebastian Marquis    *present*

Robert Basford       *present*

Maria Thorne          *present*

**Approval of Minutes from (previous meeting)**

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

**Citizen Comments**

None.

**Items for individual consideration**

Founder's Day Event - Robert presented updates on the planning for Founder's Day. Items discussed included the number of registrations to date and wristbands for committee members. Isaac has been working on the volunteer Signup Genius site. The ticket booths will be staffed by four JV employees.

Robert talked about social media and the different approaches to promotion for the event. Planning to create promotional videos. Is there a permit they can get for signs? The information on the marquees was discussed and also the possibility of taking credit card payments on site including connectivity concerns. Will look into it further with Finance.

The games on the list were discussed and the number of booths still needing to fill with games. Lynda added that Crossfit 290 would sponsor a strongman competition and that Stellar Martial Arts would like to participate. Also mentioned having Pinecone the chicken and chicken poop bingo.

Sponsorship for a petting zoo was discussed. Doris added that she has seen that businesses are willing to sponsor once they find out that there opportunities to do so and that it would benefit us to get the word out. Michelle mentioned that the owner of Mr. Donut was possibly interested in sponsoring the event. Chick Fil-A and Whataburger were also mentioned.

The Sensory, Hospitality and first aid tent at Phillipine Park was discussed.

The silt fence was discussed and Robert said that Harris County Flood control said that they will be done by April 9<sup>th</sup>. Robert talked about the 5K Daisy Dash. There will be a separate promo for it.

Nancy talked about the chili cook-off. She has four entries at this time. Nancy asked Robert for 50 fliers for the event and asked about having a band near the chili cook off area. She

said that she needs to talk to Isaac about ordering supplies. Nancy also turned in the checks for the entries she had.

Options for getting posters made were discussed. Obtaining a permit was suggested so that signs could be put up around town.

Bands and music were brought up. Robert talked about the DJ package that he is looking into where the DJ will also MC. The restrooms, light towers, barricades, fireworks, mechanical rides, dumpster, stage, trash boxes, DJ and mc equipment, event posters have all been ordered. Robert said that they created promotion schedule and traffic plan. Permit application is completed and pending approval and they are also working on street parking plan. The scheduling of activities were discussed.

Robert stated that volunteers are needed for setup on the Friday before the event. JV Cheer team was talked about. Heather will look into getting someone to perform the National Anthem. Presenting of the colors by a Boy Scout group was brought up. The Girl Scouts were also brought up and Nancy said she would like to see both groups do a chili entry.

Food for staff and volunteers was discussed. Michelle said that she will ask Rudy's for lunch donation for volunteers. Robert stated that they will get snacks and drinks for volunteers. The vests for the volunteers and staff were talked about. Ashley will check with the Life Skills department to make vinyl stickers for the vests and will also check to see if they can get cloth vests at cost from United Rentals.

Glenn asked about the food trucks and he said that he will talk to the owner of Little Kitchen. Robert said that he was looking at requesting 15% of sales from the food vendors. Robert will talk to Isaac about getting variety of food trucks.

The committee agreed to meet on the 23<sup>rd</sup> for a workshop meeting. The group talked about a possible April fool's prank. Members also brought up possible chili cook-off entries from the various city departments and committees.

### **Parks and Recreation Directors Report**

Robert talked about a bike share idea, possibly beta testing the EZ Rider, and putting a survey out on Facebook. He mentioned the TRAPS sessions that they recently attended. Also discussed were the esplanades, landscaping around the city.

### **Future agenda item request**

#### **Next Meeting date**

3/22/22

### **Adjournment**

Motion was made to adjourn the meeting by Glen and was seconded by Linda.

PARKS AND RECREATION ADVISORY COMMITTEE  
MINUTES OF WORKSHOP MEETING  
March 22, 2022

**Call to Order**

Doris called meeting to order at 5:00 pm

Jamie MacDonald *present*

Ashley Brown *present*

Doris Michalak *present*

Kristy Holder

Glenn Jackoviak *present*

Heather Tuggle *present*

Lynda Schubring *present*

Michelle Mitcham *present*

Isaac Recinos *present*

Sebastian Marquis *present*

Robert Basford *present*

Maria Thorne

**Citizen Comments**

None

**Items for individual consideration**

Founder's Day event – Robert Basford

A workshop meeting was held to discuss founders' day event specifics amongst all members and subcommittee members. Event planning and brainstorming took place to continue to set the logistics of our April 9<sup>th</sup> 2022 Founders' Day event.

We were joined by Karie Lawrence on behalf of the Jersey Village Women's Group who will lead the cake walk, Nancy Manlove who is the head of the Chili Cook-off subcommittee, and Kathleen Koenig on behalf of the Jersey Village Senior Outreach who will assist with Bingo.

Topics included: pricing, bingo, cake walk, chili cook-off, volunteer shifts, promotion plan, stage schedule, entertainment, ride updates"

**Next Meeting date**

Routinely regularly scheduled meeting: 4-6-22