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# CITY OF JERSEY VILLAGE, TEXAS

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## PARKS & RECREATION ADVISORY COMMITTEE NOTICE OF A MEETING

May 4, 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 4-6-2022** *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. Parks Master Plan Update – Robert Basford
  - b. July 4<sup>th</sup> Discussion – 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 6-1-22**
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 28th day of April at 9:00am.

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  
April 6, 2022

**Call to Order**

Doris called meeting to order at 5:35 pm.

Jamie MacDonald	<i>present</i>	Michelle Mitcham	
Ashley Brown	<i>present</i>	Luke Onorato	<i>present</i>
Doris Michalak	<i>present</i>	Isaac Recinos	<i>present</i>
Kristy Holder		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>
Lynda Schubring	<i>present</i>		

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

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

**Citizen Comments**

Resident Jim Fields of 16413 St. Helier commented about water safety and lifeguards at the pool and also the subject of alcohol in the park. Robert explained that there are provisions in place for obtaining a special event permit for alcohol.

**Items for individual consideration**

**a. Founder's Day Event – Robert Basford**

Robert said that there were over 400 registrations for wristbands, but very few from non-residents. The price of the wristbands was discussed. Committee members decided to price the wristbands for presale at \$10 for residents and \$20 for non-residents, and on the day of the event they will be \$20 for all.

The Chili cook-off was talked about. We will not be able to have a people's choice award because of the liability. Cook-off participants would have had to obtain a health permit. To date, 8 competitors have signed up.

Signs were purchased for parking. The ticket booth is staffed with volunteers and staff. Credit cards will be accepted for payment. The promotion schedule is done, and the non-resident wristband price will be updated.

Volunteers will be needed to help set up on Friday starting at 12 noon. Staff and volunteers will park at the Post bus loop on the day of the event.

Activities were discussed including pong, chipping, milk jug, strong man, Stellar Martial Arts booth, Pinecone the Chicken, sack races, the cake walk, Bingo. Little Mrs. JV from the 90's Founder's Day event will be there. The VIP area front row at the stage was also talked about.

Ashley said that she talked to someone at Kroger about the cake. They said that they could do something for next year.

The schedule was talked about as well as ideas for hashtag promotion. Robert will send out notices for all volunteers, setup schedule, staff parking lot map, barricades, etc.

It was mentioned that the high school band is doing a fundraiser in part of a parking lot on the same day as Founder's Day.

Robert said that he wanted to make sure that Founder's Day was different from the July 4<sup>th</sup> celebration.

The volunteer check-in will be at the ticket booth and vests will be issued and collected there as well.

**b. Easter Egg event – Isaac Recinos**

Isaac said that he ordered 6000 pre-filled eggs and that the JV women's group and other group will be putting them out on Easter. There will be no bunny this year

**Parks and Recreation Directors Report**

The community garden, and the landscaping at Philippine park were sked about.

**Future agenda item request**

**Next Meeting date**

5/4/22

**Adjournment**

Motion was made to adjourn the meeting by Ashley and was seconded by Lynda



# Jersey Village Parks & Recreation

To: Parks and Recreation Advisory Committee

CC: Austin Bleess, City Manager

From: Robert Basford, Parks and Recreation Director

Date: February 25, 2022

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

## Parks & Recreation Monthly Report

### Admin

- Golf Course has continued its record setting pace. We have surpassed the 1 million dollar mark.
- Carol Fox Restroom construction will start in May. Utilities, site prep, foundation and then delivery. I am hopeful to have a working restroom earlier on in the summer.
- Our first draft of the budget has been set and ready for council.
- Held our first two meetings with the Architects for the golf course clubhouse.
- Worked on a project scope for Welwyn Park.
- Finished our Founders Day Event Scope. Looking at April 15 2023!

### Recreation

- The beginning of April saw recreation completely focused on Founders Day. The first full week of April was completely dedicated to preparing Clark Henry Park for Founders' Day. This also consisted of contacting all those involved with the event and making sure they were ready to go. This also included preparing the lists of all those who had purchased wristbands. As well as creating a parking list for the police to use on the day of the event.
- Founders' Day took place April 9<sup>th</sup> and I would say it was a successful event. The following week after was spent cleaning up the park and shifting focus to the pool.
- We had an Easter egg hunt that was completely autonomous. I had two groups volunteer to hide 6,000 eggs at two parks. Volunteers showed up the night before the egg hunt and hid 2,000 eggs at Carol Fox and about 4,000 at Clark Henry. Hunt went smoothed and all the eggs were cleared out of the parks.
- Swim team started practice on Wednesday April 20<sup>th</sup>. On Monday April 18<sup>th</sup>, our pool vacuum stopped working as well as our filtration system in the pool. Our filters were spitting out sand in the pool in high quantities preventing swim team from being able to practice.
- Progressive finally was able to come out to the pool on April 25<sup>th</sup> and they were able to fix our filtration issue and stopped the sand spitting out into the pool. We also ordered a replacement vacuum because we were told the parts to fix our current vacuum wouldn't even become available for at least a month.
- I am also in the process of booking a lifeguard training to happen at our pool that way those who come get certified can immediately start working at our pool.

## **Parks**

- Starting to work on the dog park irrigation system, I have designed a few different plans. These plans are more water efficient and more water effective.
- Looking at trying to put the irrigation system in at the dog park before it gets too hot
- Been working at the pool with Isaac to get the pool ready for the season we have had some down falls, the vacuum has broken but we have replaced it a smaller residential robot. With the purchase of the new robot and having a company in to help out we have got the pool up and going and ready.
- Been working towards getting the splashpad up and going we are running into a few little problems. We had to clean out the system to get it running again hopefully we are going to up and running again soon.
- Worked with Vortex our splash pad company trying to get all the plans from our splash pad and looking at new ideas for this splash pad more to come soon
- Worked at the golf course to complete the round about behind 7 green we added a tree to the middle and added some accent pieces with topping off mulch it looks great.
- I will be working on building 18 flower garden next with some new flowers and mulch. After 18 is finished I will work on the flower gardens around 10.
- Working with the upcoming bathroom going in Carol Fox the ground work is going to start early next week
- Worked with paint companies to get Clark Henry pavilion painted, they will hopefully get going soon depending on their schedule