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# CITY OF JERSEY VILLAGE, TEXAS

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## PARKS & RECREATION ADVISORY COMMITTEE

### NOTICE OF A MEETING

August 2, 2023 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 6-21-23**
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. July 4<sup>th</sup> Event Closeout
  - b. Lazy Day 1.5k
  - c. Fall Frolic
  - d. Concert Series
  - e. Triathlon Subcommittee Formation
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 9-6-23**
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 public at City Hall on the 26th day of July at 3:00 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  
June 21, 2023

**Call to Order**

Doris called meeting to order at 5:32 pm.

Edward Lock           *present*

Robyn Taylor           *present*

Heather Tuggle

Michelle Mitcham       *present*

Lynda Schubring       *present*

Ashley Brown           *present*

Isaac Recinos           *present*

Doris Michalak       *present*

Sebastian Marquis      *present*

Rachel Beazley        *present*

Robert Basford         *present*

Thomas Huebner        *present*

Maria Thorne           *present*

**Approval of Minutes from 6-7-23**

A motion was made to approve the minutes by Thomas and was seconded by Ashley.

**Citizen Comments**

Kimberly Henao expressed her appreciation and support to the department staff and committee members for all they do.

**Items for individual consideration**

**a. Sport League**

Thomas commented that I9 is ok for getting started, but that the older kids are going out of Jersey Village to Cy Fair Sports. He said that the coach is not very receptive to scheduling and that the program began later in the season than others. Isaac explained that the facilities could not be used because of scheduling with Founders Day. Isaac said that he would reach out to CY-Fair sports and to others. Tomas feels that the older kids are being left out.

**b. Lazy Day**

Isaac asked the committee if they want to have the Lazy Day or the triathlon because we may not have enough funds for both. That event would take place the second weekend in October.

Rachel said that she is gathering budget information for the triathlon and that she would look into getting sponsorships and volunteers.

Isaac estimates that it would take about \$2500 to put on the Lazy Day event. Michelle said that she could help with the Lazy Day sponsorship.

The biggest cost is for the Lazy Day shirts and medals. People said that they would like to see signs at the park advertising the event.

The members talked about the food truck and they suggested that maybe a snow cone vendor would be better. There were 100 participants last year – twice as much as the previous year. In-person registration is easier now.

Isaac stated that Robert wants to form a sub-committee to discuss and plan the triathlon so that we do not have to worry about making quorum and posting meeting notices. Three persons are needed for the subcommittee. They will begin meeting in August.

**c. Fall Frolic**

Fall Frolic will take place the Friday before Halloween. The contingency plan for the haunted house is to set it up inside the civic center if the weather is bad. We may do trunk or treating inside with tables set up around the perimeter. Isaac will look into doing two levels of haunted house starting with a less scary version at first for the younger kids and then making it more scary later for the older kids.

**d. July 4<sup>th</sup> Event Dis**

Isaac said that everything is looking good for \July 4<sup>th</sup>. He has three BBQ chicken competition entrants, and may have about 40 parade registrants.

Isaac had a meeting with Derek Spence's agent and they worked out the best stage location so that everyone in the park will get a good view of the performance. The band will use the lifeguard room instead of bringing their tour bus.

Staff had a meeting with the fire department and with Phoenix about the fireworks and worked out the plans.

The parade route plan is still the same with staging at Post bus loop, and judging before it starts. There will be water, shade and chairs for the volunteers. Staff has plans to do a pre-event meeting with parade participants via zoom.

The mechanical bull comes with its own operators. Participants will have to sign waivers. The pool managers will handle cashing. The waivers will be in Amilia. They may start selling early tickets ahead of time. The committee discussed how to prevent someone using a ticket twice.

Staff did a walk-through to finalize the location of the food trucks, the generators, and the restroom trailers. Isaac talked about the different food trucks and said that they would be located in the Post parking lot.

Staff will have one more meeting with the police department to finalize the plans for staffing, street closings, and parking. Doris asked staff to provide the police officers with maps.

The committee also discussed the location, times, and judging of the BBQ and the Lemonade competitions. Isaac said that the pool and splash pad will close at 3:00pm and that the lifeguards will sell water bottles and Gatorade at the event.

**Parks and Recreation Directors Report**

Isaac announced that KSBJ radio station 89.3 will have an Ice Cream Emergency at Clark Henry Park on July 8 from 6-8pm. The event is free to the public to attend.

Ashely asked about the fence and Sebastian said that it was going to be removed and the grass will be mowed.

Clark Henry bathrooms are closed due to vandalism until the cameras get set up. The camera system is very large and will provide good security.

Robert talked about the Parks Master Plan and the concept design for the new pool. They are getting estimates for three different price points. They did a tree inventory and got good results. Most of the trees would remain unaffected. Robert wants to have conceptual posters for people to vote on at the July 4<sup>th</sup> event. They will set up a QR code so that residents can scan to vote on amenities. Robert presented the preliminary line drawings and talked about the details of each. Staff and committee members discussed the water play structures and all agreed that a structure that features a water bucket is a must. Changes will lead to higher operating costs and a need for more lifeguards. The pool will be on the council agenda on Monday.

The bridge at the golf course will be closing on July 10<sup>th</sup> for clubhouse construction that starts on July 24<sup>th</sup>. Robert answered the committee members' questions about the new clubhouse and he talked about the proposed plans.

#### **Future agenda item request**

#### **Next Meeting Date**

8-2-23

#### **Adjournment**

A motion was made to adjourn the meeting by Robyn and was seconded by Tommy.



# *Jersey Village Parks & Recreation*

To: Parks and Recreation Advisory Committee

CC: Austin Bless, City Manager

From: Robert Basford, Assistant City Manager

Date: August 2<sup>nd</sup> 2023

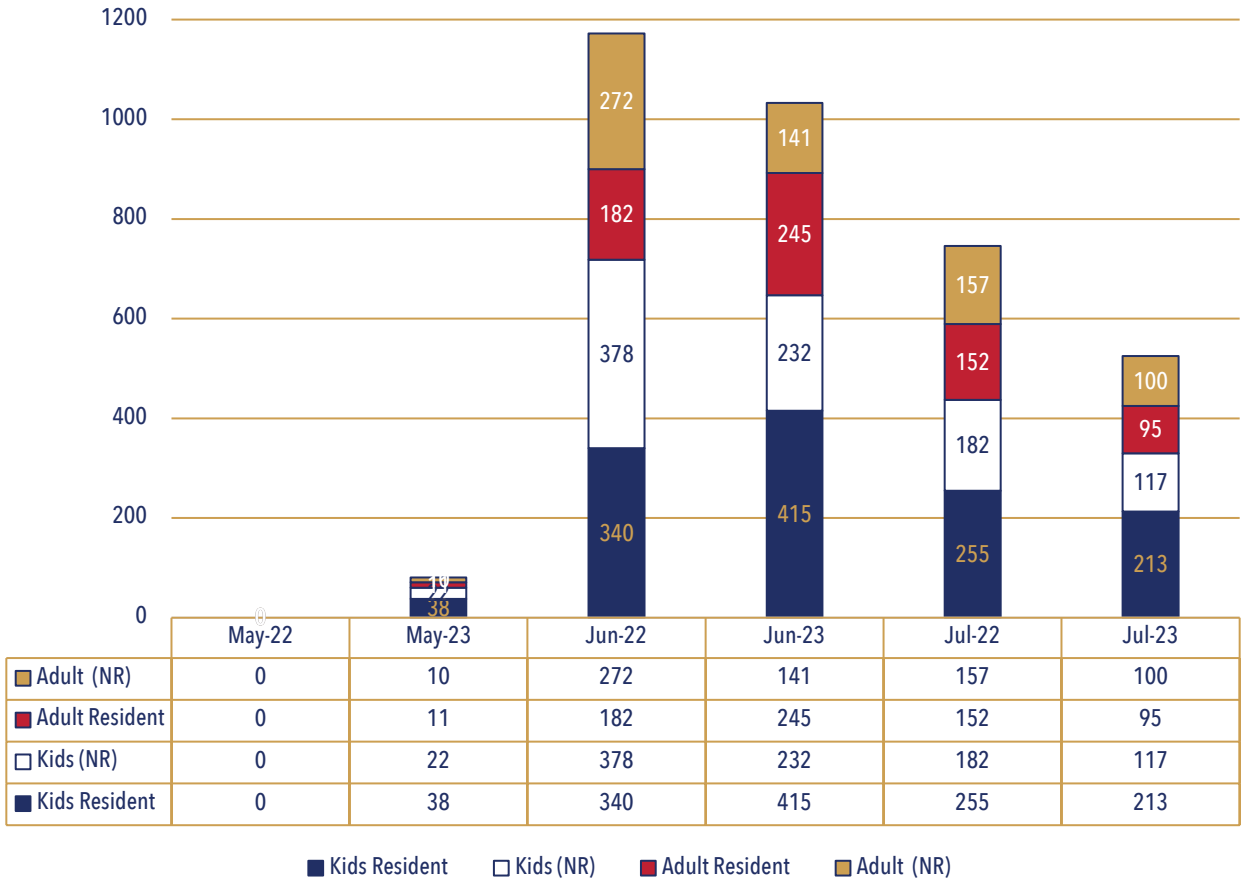
Subject: Parks & Recreation Director's Monthly Report

## ***Parks & Recreation Monthly Report***

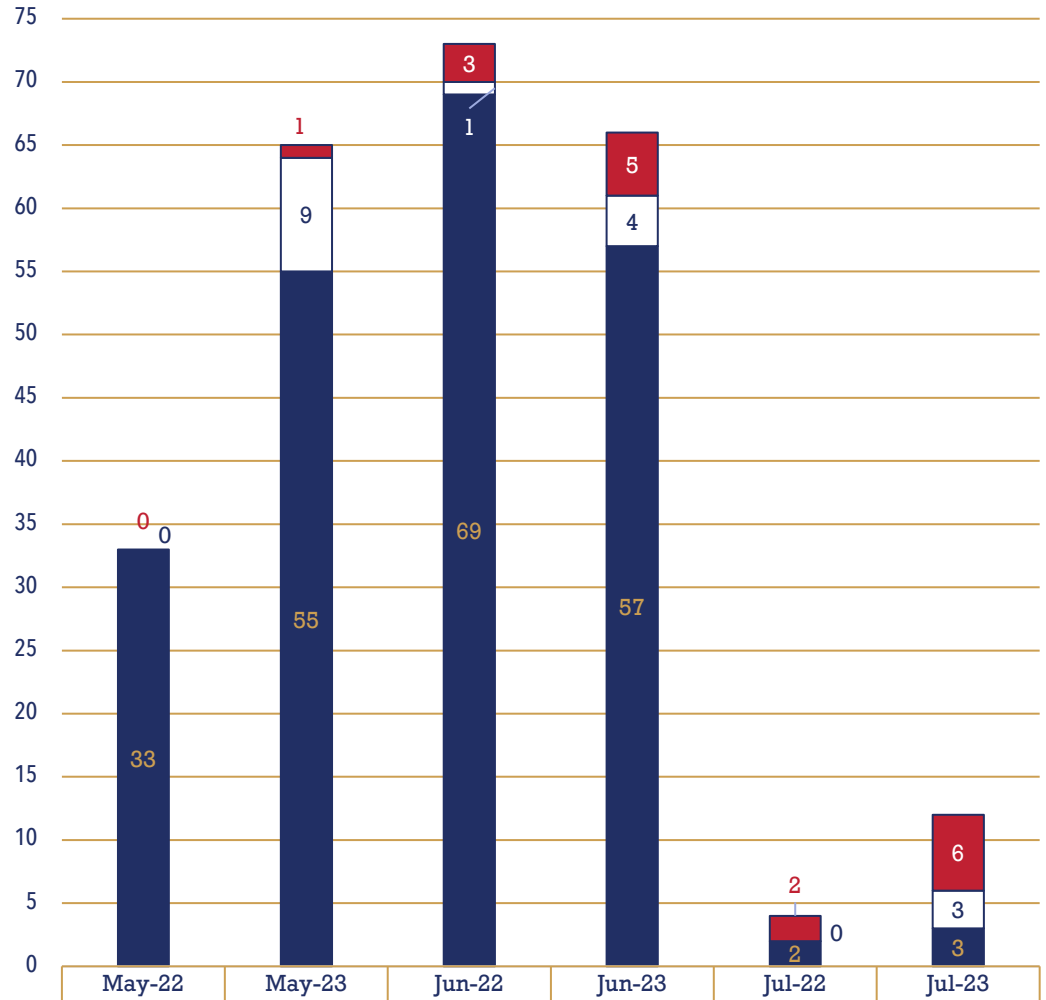
### ***Recreation***

- Recreation staff hosted the State Qualifier for the GCAA Guard Games. We had over 100 guards participate in the competition and it was the first time Jersey Village submitted a team into the competition.
- Recreation staff held wrap up meetings in regards to July 4th with Police and Fire. The goal of these meetings is to assess the event and look for areas of improvement.
- Recreation staff hosted the lifeguard end of year celebration this month. Most guards leave in the month of August so we try to host a thank you celebration in the end of July before their schedules pick up.
- Senior Fitness had a great month! We averaged 9 persons a class, this is a welcome surprise. Typically in the summer, our numbers drop due to water aerobics. However, this summer the class has stayed consistent.
- Water Aerobics had a great month! We averaged roughly 10 persons a class and our patrons love our new live instructor. Last day of water aerobics will be August 25.
- This month a few pool repairs needed some attention. We had our chemtrol replaced; solenoid valves replaced and currently are working to repair a leak in our filter bulkhead.
- Our Rock Painting class had a slower month, but the last class of the month showed signs of growth in the program. I am currently working with the instructor to pick the dates of our next rock painting class
- Recreation staff has already reached out to food vendors for Fall Frolic and we are up to 7 trucks.
- Recreation staff worked with the snow company to order our snow for the December event "Holiday in The village"
- Swim lessons went great this month! Session 3 was a sold-out group. Session 4 only had two classes sell out.
- Recreation staff had our monthly meeting with Amilia. We are still in the highest percentile in terms of how many people are able to self-serve using our recreation software. This is a good indicator that our recreation system is built to be self-autonomous.
- Pool Numbers...

## Day Passes Sold



### Season Passes & Rentals



	May-22	May-23	Jun-22	Jun-23	Jul-22	Jul-23
■ Rental Resident	0	1	3	5	2	6
□ Season Pass (NR)	0	9	1	4	0	3
■ Season Pass Resident	33	55	69	57	2	3

■ Season Pass Resident   □ Season Pass (NR)   ■ Rental Resident

## **Parks**

- Parks staff assisted the recreation department with our annual Fourth of July event; we assisted with the setup of the streets and the park. What an amazing event this was for all and all it went very well. The cleanup of the event also went very well with huge help from the parks staff and the lifeguards.
- Parks staff finalized the mowing schedule for the city we have narrowed down the mowing of the city to sectors and certain areas. We have worked diligently to finalize and make this schedule work well. We are now on a 6-day mow schedule.
- The parks department is working with Husqvarna Robotics department, we are working on ordering 9 550h mini mowing robots. We will be placing 4 robots at the Jersey Meadow Nature Trail, 1 at Clark Henry and Philippine Park. 1 at Village Water Plant, 1 at Seattle Water Plant, 1 at West Road water treatment plant, 1 at Castlebridge Waster water plant. With the robot mowers they will be mowing a total of 35 acres of grass.
- Parks staff has been spending time in the month of July working on irrigation, the irrigation systems that we have needed much needed attention. We have changed out 30 plus Rainbird rotors and 50 plus Rainbird spray heads. We have also changed out 100 plus nozzles, also changed out many irrigation controllers. Our goal is to have all our irrigation systems running at their full potential.
- Parks staff assisted the golf course maintenance team with their robot mowers, we spent the day remapping 3, 4, and 5 fairways. These robots are now set on schedules to mow the fairways and the tee and green slopes.
- Parks staff has built the new benches that arrived and placed at the golf course and Wyndham Village.
- Parks staff has removed the basketball hoop frames and installed the new camera at Clark Henry Park. The camera works great and has a great picture quality.
- Parks staff helped the golf course with installing the time-lapse camera for the new clubhouse project. We will be monitoring the camera angle and getting the footage down and be able to post.
- Parks staff is gathering all spray materials to spray the dog park, we have noticed that the dog park has been growing astronomically well with the removal of the weeds and the fertilizer we applied also with the new irrigation system. We plan to spray the dog park with growth regulator to promote a tighter and thicker grass.
- Parks staff has finished building the second light tower, we installed new led lights on it, unfortunately the motor does not work in this light tower, but we have figured out a way to run the lights a different way. We installed a new gas-powered generator on the inside of the tower to run the hydraulic pump motor and the lights on top.
- The facilities department is working with the company Big Ass Fans to put a bigger more airflow fan in the rafters of the Public Works Building.