

PARKS AND RECREATION ADVISORY COMMITTEE
MINUTES OF MEETING
6-5-2024

Call to Order

Doris called meeting to order at 5:32 pm.

| | | | |
|-----------------|----------------|-------------------|----------------|
| Edward Lock | <i>present</i> | Karen Fitzgerald | <i>present</i> |
| Robyn Taylor | <i>present</i> | Molly Slaid | <i>present</i> |
| Heather Tuggle | <i>present</i> | Michelle Mitcham | |
| Lynda Schubring | <i>present</i> | Isaac Recinos | <i>present</i> |
| Ashley Brown | | Alexander Harris | <i>present</i> |
| Doris Michalak | <i>present</i> | Sebastian Marquis | |
| Rachel Beazley | <i>present</i> | Robert Basford | |
| Thomas Huebner | <i>present</i> | Maria Thorne | <i>present</i> |

Approval of Minutes from 5-1-24

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

Citizens Comments

None

Items for individual consideration

a. Triathlon (wrap-up)

Alexander expressed satisfaction with the success of the triathlon, highlighting the good weather and strong participation. He commended the volunteers for their helpfulness and thanked those who participated and helped transport volunteers. Despite minor issues that were quickly addressed, the overall staff performance was praised. Feedback was given on an issue where a police presence was missing at a crucial turn point for young cyclists near the tennis courts. A suggestion was made for better signage or personnel to guide cyclists safely onto the road. Organizers confirmed there was a miscommunication regarding the presence of police and volunteers at specific locations and acknowledged the need for clearer instructions and better coordination before the event.

The event accommodated 80 sign-ups, despite some no-shows due to a date change to Memorial Day Weekend. Participants ranged from 7 to 14 years old, with a notable turnout in the 13-14 age group. Suggestions were made to plan longer routes for older participants next year. Isaac confirmed the triathlon's financial success, with total expenses of \$2,845.55 and a profit of \$3,600. He mentioned a budget line item of \$3,000 allocated for future triathlons to ensure sustainability. Plans for refining logistics based on lessons learned, such as better pre-event checks and improved signage, were discussed. The event will continue annually with a focus on efficiency and participant safety.

Doris praised Rachel for initiating and successfully executing the triathlon, encouraging proactive idea generation within the group. The triathlon was a success, and the constructive feedback will help shape improvements for future events.

b. July 4th Event

As was mentioned previously, the 4th of July event site has been officially moved from Clark Henry Park to the Detention Pond Area. After a site visit with the fireworks contractor, it was confirmed that the location meets safety requirements with a minimum distance of 300 feet from spectators. Firefighters and police will be on boats in the water to ensure safety. Coordination

with the golf course is ongoing to manage their operations on the day of the event. Food trucks are booked, and their menus will be posted online beforehand. Advertising efforts have been adjusted to reflect the new location, with corrective measures taken for previously distributed information. New signage will be installed to direct attendees to the correct site and avoid congestion at the golf course parking lot, which will be busy due to an afternoon tournament.

Parking logistics include secured spaces at the church off Jones Road, the Foundry, and Champions Forest, with the latter also serving as a staging and judging area for the parade. Discussions are ongoing about a potential new parade route, starting at Champions Forest and looping through Wyndham, which is pending final approval from the police.

- Eight food trucks are confirmed.
- A portable stage with a cover has been secured, and a refund was obtained for the previous stage.
- Generators are arranged to support the band.
- The event requires additional support for parade check-in and judging. A sign-up sheet will be distributed for volunteers.
- The parade is scheduled to start at 6 PM, with volunteer support needed from 4:30 to 6:15 PM.
- Parking management includes the placement of "no-parking" signs on key streets and shuttle services from Champions Forest and the Foundry to the golf course. This aims to alleviate traffic congestion and provide convenient parking options.

Doris volunteered to help with parade check-in, with 20 parade entries confirmed. No walkers will participate this year. JV Firefighters will run a food station to raise funds for their nonprofit, offering brisket sandwiches, chips, and water. The discussion concluded with a call for additional suggestions and feedback to ensure the event's success. Committee members were requested to report any inaccuracies on the website or advertisements to keep information accurate and up-to-date.

c. Fall Frolic

The discussion started with news from KSBJ, who were pleased with the success of their previous event and expressed interest in holding a fall event at Clark Henry Park. Their event, featuring a candy drop and various activities, is planned for October 19th, expecting around 5,000 attendees. There was a proposal to merge this event with the Fall Frolic, scheduled for October 25th, to share resources and potentially create a larger event.

Concerns were raised about how merging might affect the Haunted House, a popular attraction for older kids, which is already set for October 25th. It was decided that the Haunted House would remain separate from the KSBJ event to respect their preference to avoid Halloween associations.

Further discussion touched on logistical considerations, including managing increased crowds and the clean-up responsibilities post-event, which KSBJ would handle. It was also noted that the Fall Frolic and Trunk or Treat provide valuable community engagement and advertising opportunities for local businesses.

Due to the presidential election, the Civic Center Auditorium is unavailable for the Fall Frolic, necessitating a return to Clark Henry Park for the event. Suggestions included utilizing the

park's pavilion for the Haunted House and relocating the DJ and trunks to the pool parking lot or the hike and bike trail.

After deliberation, the committee voted 8 to 1 in favor of keeping the Fall Frolic, Trunk or Treat, and Haunted House events separate from the KSBJ Fall event. The decision ensures the preservation of community traditions while still benefiting from the positive exposure provided by KSBJ's involvement.

d. Field Day

The Field Day event for kids would feature various sports and activities at Clark Henry Park. Initially planned as a free summer event, it has been postponed due to a spending freeze. However, it could still proceed if sponsors are found. The event would involve different activity stations staffed by volunteers or lifeguards, aiming for a morning start to avoid the heat. While the spending freeze is in place, efforts to secure sponsorships continue. The target budget is \$750, with at least one potential sponsor on hold. A minimum sponsorship contribution of \$250 was suggested to help move the event forward.

Committee members raised questions about the required equipment, noting that many activities like sack races or obstacle courses would need minimal supplies. Despite the current budget constraints, the committee remains hopeful that sponsorships will come through, allowing the event to take place in early August. It was suggested that the event should include water-based activities and breaks to keep kids cool and hydrated. There were also ideas for creative, less physically demanding activities, such as filling bottles with colored sand.

Staff aims to confirm the feasibility of the event by the end of the month. The target age group is elementary-aged children, with plans to provide color-coded T-shirts. Committee members were encouraged to direct any leads on potential sponsorships from local businesses to the organizing team for further discussions. The goal is to maintain the positive momentum of community programs and events.

e. Fishing Tournament

A fishing tournament has been scheduled for August 10th and September 28th at the retention pond on the Jersey Village Nature Trail, in collaboration with the nonprofit Fishing's Future. This organization, which promotes youth fishing and conservation, will provide all necessary equipment and volunteers for free. The event will have a minimal entry fee, part of which will go towards a donation to Fishing's Future, with the remainder covering costs or contributing to city profits.

The event is primarily geared towards children aged 7 to 13. Discussions are ongoing about including older teenagers and possibly adults, either at this event or in future iterations. The tournament will include educational components on ethical fishing practices, catch-and-release techniques, and safety. Food vendors and music will also be part of the event. Further details will be confirmed following a meeting with Fishing's Future representatives in early July. This initial event aims to gauge interest and logistics, with the potential to expand and include more age groups in future events.

Parks and Recreation Directors Report

- Bond Committee is still in discussion about the pool. There are no developments yet.
- The Clark Henry Park multiuse fields meeting is for input from residents.
- Carol Fox – no updates for now but will have presentation and information at the next meeting
- Dog Park area that is very wet – staff is working on addressing the issue

- Do we have a Photographer that can come and take photos at our events and post more pictures on city website or Facebook. Staff will reach out to the high school to see if there is a photography club. Staff tries to avoid posting pictures of kids unless permission is granted.
- Can residents buy the mulch from the trees that came down during the last storm – Isaac will ask and perhaps the much can be sold as a fundraiser for the city.

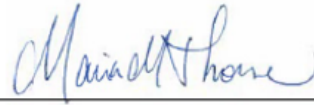
Future agenda item request

Next Meeting Date

June 26, 2024

Adjournment

A motion was made to adjourn the meeting by Rachel and was seconded by Thomas.

A handwritten signature in blue ink that reads "Maria Thorne". The signature is written in a cursive style.

Maria Thorne, Administrative Assistant