

**MINUTES OF THE WORK SESSION MEETING OF THE CITY COUNCIL OF THE CITY OF JERSEY VILLAGE, TEXAS, HELD ON JANUARY 28, 2019 AT 5:30 P.M. IN THE CIVIC CENTER, 16327 LAKEVIEW, JERSEY VILLAGE, TEXAS.**

**A. CALL TO ORDER AND ANNOUNCE A QUORUM IS PRESENT**

The meeting was called to order by Mayor Ray at 5:39 p.m. with the following present:

Mayor, Justin Ray	City Manager, Austin Bless
Council Member, Andrew Mitcham	City Secretary, Lorri Coody
Council Member, Greg Holden	
Council Member, Bobby Warren	
Council Member, Gary Wubbenhorst	
Council Member, James Singleton	

Council Member Greg Holden was not present when the meeting was called to order, but joined the meeting in progress at 5:47 p.m.

Staff in attendance: Jason Alfaro, Director of Parks and Recreation and Matt Jones, Golf Pro.

**B. Discuss and take appropriate action regarding the design of the Jersey Meadow Golf Course Clubhouse and Convention Center.**

Jason Alfaro, Director of Parks and Recreation, introduced the item. He told City Council that he and his Staff have been working with the PGAL consultants since the September 17, 2018 Work Session to effect the requested changes to the design of the Golf Course Clubhouse and Convention Center. Mr. Alfaro then introduced the PGAL consultants who presented the updated design via a PowerPoint presentation.

The consultants began the presentation with slides representing the initial design of the facility as shown on September 17, 2018 in order to recap the changes that were discussed at that meeting to include:

- A remedy for cut-through traffic;
- The need to keep the current clubhouse up and running during construction of the new facility;
- An increase in the restrooms and shower facilities;
- A decrease in the size of the Pro Shop

The consultants reminded Council that the cost of the facility without any of the changes discussed on September 17, 2018 was \$3,287,404 and included a total of 9,883 square feet.

In concluding the recap, the consultants then showed City Council two different options that included the changes discussed on September 17, 2018.

They began with Option A, which reconfigured the traffic flow to avoid cut-through traffic. The solution was to snake the flow through the parking lot, rather than keeping it along the outside of the parking lot by the detention pond. They pointed out that this solution may be problematic for deliveries to the facility and may cause a “bottle neck” with heavier traffic in addition to being a safety hazard for pedestrians.

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The consultants pointed out the golf cart staging area. It will be concrete and the rest of the parking lot will be asphalt.

The first floor Option A plan was reviewed. Option A increased the number of showers and restrooms and reduced the size of the Pro Shop to 720 square feet. The dining room on the first floor was increased to seat 58 patrons.

*Council Member Greg Holden joined the meeting in progress at 5:47 p.m.*

The second floor Option A plan was reviewed. It reconfigured the placement and increased the number of restrooms. The size of the convention center was increased to serve 338 occupants and a stairway to the outside was added. The convention center area will be designed to have 7 square feet of floor space per person.

The total cost of Option A is \$3,505,095 and includes a total of 11,000 square feet.

Next, the consultants showed Council Option B, which also included the requested changes from the September 17, 2019 City Council Meeting.

They began the review with the first floor which reconfigured the Pro Shop area to provide more space, rearranged the restroom facility and added more room to the dining area.

On the second floor of Option B, the size of the convention area was increased to serve 363 patrons as opposed to 338.

The total cost of Option B is \$3,611,230 and includes a total of 11,488 square feet.

Next the consultants showed Council the perspective renderings to get an idea of how the outside of the building will look. Council reviewed these renderings.

In completing the presentation of the two options, City Council engaged in discussion about the new roadway configuration. Some felt the new configuration would not deter cut-through traffic and were concerned that it would be a safety hazard for pedestrians. With this in mind, Council briefly discussed if access via the cut-through should be eliminated. In the past, it was felt that once US HWY 290 was complete, the cut through traffic issue would be eliminated. However, with the recent opening of US HWY 290, cut-through traffic throughout the City is still an issue.

It was the consensus of City Council that the traffic flow should not be re-directed and that it should remain along the outside of the parking lot along the detention pond. The issue of cut-through traffic will be addressed at a later date.

The dining room capacity was discussed. The dining room in the existing facility can seat approximately 40 patrons. Option A increases the number to 58, while Option B increases the number to 81.

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The elimination of the corridor on the 2<sup>nd</sup> floor was discussed as well as the base elevation of the building. Council also discussed the view from the convention center. The current configuration in both Option A and Option B cuts off the view. The consultants explained that this was done in order to provide for presentations. However, it was the consensus of City Council that the consultants need to address this issue. It was suggested that the North wall could be used for presentations or perhaps blackout screens could be used as an option.

Council reviewed and discussed the kitchen design. Then Council discussed Option A versus Option B, asking Staff if both Options provide for the City's needs. Staff stated that Option B is the better choice since it gives more room in the Pro Shop, it adds an additional office, it adds a break room, it gives more space in the Convention Center and in the dining room areas, and it adds additional space to the food prep area. Additionally, it flows better since it uses the space more efficiently.

Council discussed the events that may/will be held in the new facility. Staff feels that Option B adequately provides the capacity for events.

Option B was discussed. Council suggested that the 2<sup>nd</sup> floor Board Room and the Table and Chair Storage Room should be swapped. This swap would provide for better functionality between the Convention Center and the Board Room with less disruption to either area should both be used at the same time. Also, Council would like to see direct access to the patio from the Board Room.

The stairway on the Northwest side of the facility was discussed. Currently, it appears that this stairway obstructs the view. The consultants stated that the stairway was added because of Code restrictions. However, they will work with the design to see if the view can be improved.

Option A versus Option B was discussed. It was the consensus of Council that Option B is the best fit for the City. It was pointed out that the changes made in Option B were to revenue producing areas, the flow is better and there is an increase in the number of showers, lockers, and restrooms.

Council discussed the perspective time line for the project. It is as follows:

1. Make the revisions discussed today;
2. Prepare design, development, and constructions documents;
3. Take formal Council action to approve the design;
4. Go out for bid (April/May); and
5. Begin construction which will take approximately 12 months.

Council discussed when the plans for the facility would be posted. It was agreed that the final changes should be made and the plans should be brought to City Council on February 18, 2019 for approval.

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At this point, the consultants fielded questions from meeting attendees and responded accordingly.

It was the consensus of Council that the plans should be reviewed by the Golf Course Advisory Committee, and their report/recommendations should be included in the meeting packet for presentation to City Council on February 18, 2019.

**C. ADJOURN**

There being no further business on the Agenda the meeting was adjourned at 6:51 p.m.



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Lorri Coody, City Secretary