

Jay Beasley
Paul Bunch
PJ Laxmidas
Michael Pokorski



Elijio Serrano
Mark Uffhausen
Jocelyn Vincent

Notice is Hereby Given of a Regular Meeting of the Parks and Greenspace Board of Spring Valley Village, Texas, 1025 Campbell Road, Spring Valley Village, Texas, in the Council Chambers, April 15, 2025, beginning at 6:00 PM. For the Purpose of Considering and Acting upon the Following Items of Business:

The meeting agenda and agenda packet are posted online at www.springvalleytx.com.

The video link to this meeting is <https://us02web.zoom.us/j/81348796395>

The public toll-free dial-in numbers to participate in the telephonic meeting are 1-346-248-7799 (Houston), 1-253-215-8782 (US), and 1-301-715-8592 (US); enter the Meeting ID: 813 4879 6395 and #.

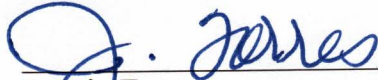
The public will be permitted to offer public comments telephonically as provided by the agenda and as permitted by the presiding officer during the meeting. A recording of the telephonic meeting will be made and will be available to the public in accordance with the Open Meetings Act upon written request.

- 1. CALL THE ROLL AND ANNOUNCE A QUORUM IS PRESENT**
- 2. APPROVAL OF MEETING MINUTES**
 - 2.1 Approval of Minutes for Regular Called Parks and Greenspace Board Meeting on February 18, 2025.
- 3. OLD BUSINESS**
 - 3.1 **DISCUSSION CONCERNING:** Planning of Future City Events and Activities
- 4. NEW BUSINESS**
 - 4.1 **CONSIDERATION AND POSSIBLE ACTION CONCERNING:** Approval of the Spring and Summer Master Parks and Greenspace Board Calendar
- 5. ADJOURNMENT**

The Parks and Greenspace Board reserves the right to convene in executive session from time to time as deemed necessary during this meeting to discuss any of the matters listed in the agenda.

In compliance with the Americans with Disabilities Act, this facility is wheelchair-accessible and accessible parking spaces are available. To better serve attendees, requests for accommodations or interpretive services should be made 48 hours prior to this meeting. Please contact the City Secretary's office at 713-465-8308, or [by email](#) for further information.

Attest:



Jasmin Torres
City Secretary



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**Spring Valley Village Parks and
Greenspace Board
Agenda Item Data Sheet**

MEETING DATE:	April 15, 2025
SUBMITTING STAFF:	Jasmin Torres, City Secretary
SUBJECT:	Approval of Minutes for Regular Called Parks and Greenspace Board Meeting on February 18, 2025.

BACKGROUND:

ATTACHMENTS:	02-18-25 PB Minutes
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FUNDING:					
Amount Available	Account No.	Additional Appropriation Required	Project No.	Amount Budgeted	Account Description

RECOMMENDATION:

**MINUTES OF THE PARKS AND GREENSPACE BOARD REGULAR MEETING
CITY OF SPRING VALLEY VILLAGE, TEXAS
TUESDAY, FEBRUARY 18, 2025 AT 6:00 PM
IN THE COUNCIL CHAMBERS OF CITY HALL
1025 CAMPBELL ROAD, HOUSTON, TEXAS**

1. CALL THE ROLL AND ANNOUNCE A QUORUM IS PRESENT

With a quorum of the Parks Board Members present, the Regular Meeting of the Spring Valley Village City Parks and Greenspace Board was called to order by City Administrator John McDonald at 6:01 p.m.

Members Present:

Elijio Serrano
PJ Laxmidas
Michael Pokorski
Elijio Serrano
Mark Uffhausen
Jocelyn Vincent

Members Absent:

Jay Beasley

2. NEW BUSINESS

2.1 CONSIDERATION AND POSSIBLE ACTION CONCERNING: Election of a Parks and Greenspace Board Chairperson

Member Elijio Serrano volunteered to serve as Chairperson for the Parks and Greenspace Board. Member Vincent made a motion to elect Member Serrano as Chairperson for the Parks and Greenspace Board, and Member Pokorski seconded the motion. Motion carried 6-0.

2.2 DISCUSSION CONCERNING: Roles, Responsibilities, and Rules of the Parks and Greenspace Board

City Administrator John McDonald opened the discussion by giving the members a brief overview of City areas and areas that the City Council would like to see improvement in, more use of, and activities. He also went over current City events being held, such as Snow Day and Music in the Park, and the potential to make these current events larger. City Administrator McDonald also discussed the rules, procedures, and capacity of an advisory board.

2.3 DISCUSSION CONCERNING: Planning of Future City Events and Activities

At this time, City Administrator McDonald opened the discussion for feedback from the Parks and Greenspace Board members for ideas for future events. Member Vincent brought up her involvement with the Spring Valley Mom's Club and events they have held in the past, as well as events for this year they are looking to partner with the City with, such as an Easter Egg hunt, Friendship Day, Earth Day clean up day, Water Day, Grinch and donuts, a tree lighting ceremony during the Christmas season. There were different ideas brought up regarding better communication and promotion of events, such as placing event notifications on water bills, the City's social media platforms, or yard signs in City Council or Parks Board members yard, and

surveys for feedback from residents regarding past events and what they would like for future events.

3. ADJOURNMENT

The February Parks and Greenspace Board meeting adjourned at 7:02 p.m.

Attest:

Signed:

Jasmin Torres
City Secretary

Elijio Serrano
Chairman



Spring Valley Village Parks and Greenspace Board Agenda Item Data Sheet

MEETING DATE:	April 15, 2025
SUBMITTING STAFF:	Jasmin Torres, City Secretary
SUBJECT:	DISCUSSION CONCERNING: Planning of Future City Events and Activities

BACKGROUND:	<p>Over the past several years, the City has worked to host a variety of community events. While some events have been well received, turnout and engagement could be improved. The Parks and Greenspace Board will play a vital role in helping to shape these events by providing insight into what residents would like to see and ensuring that the City's efforts align with community interests.</p> <p>To help guide future planning, we would like to discuss the following:</p> <ol style="list-style-type: none"> 1. Music in the Park 2. Christmas Lights 3. Movie Night: 4. Additional Park Events/Ideas 5. Fall Event Calendar
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ATTACHMENTS:	None
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FUNDING:					
Amount Available	Account No.	Additional Appropriation Required	Project No.	Amount Budgeted	Account Description

RECOMMENDATION:	No Action Recommended. This agenda item invites Board members to share feedback on previous events, propose new ideas and activities, and discuss roles moving forward.
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Spring Valley Village Parks and Greenspace Board Agenda Item Data Sheet

MEETING DATE: April 15, 2025
SUBMITTING STAFF: Abbey Anderson, Assistant to the City Administrator
SUBJECT: **CONSIDERATION AND POSSIBLE ACTION**
CONCERNING: Approval of the Spring and Summer Master Parks and Greenspace Board Calendar

BACKGROUND: The calendar includes a total of six events: three Music in the Park events scheduled for the first Friday of each month, and three Movie Night events scheduled for the third Friday of each month. Due to the Good Friday holiday, April's Music in the Park will be rescheduled to the fourth Friday.

The proposed calendar has been created with consideration of the SBISD calendar to avoid conflicts with major school holidays and breaks. Approval will allow City staff to continue planning these events.

ATTACHMENTS: 2025 Parks and Greenspace Calendar, 2025 SpringSummer Event Series Dates

FUNDING:

Amount Available	Account No.	Additional Appropriation Required	Project No.	Amount Budgeted	Account Description

RECOMMENDATION: City Staff recommends approval of the 2025 Spring and Summer Master Parks and Greenspace Board Calendar.

CITY OF SPRING VALLEY VILLAGE, TEXAS 2025

Master Parks & Greenspace Board Calendar

January 2025						
S	M	T	W	TH	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

February 2025						
S	M	T	W	TH	F	S
						1
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9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	

March 2025						
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16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

April 2025						
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13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

May 2025						
S	M	T	W	TH	F	S
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18	19	20	21	22	23	24
25	26	27	28	29	30	31

June 2025						
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15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

July 2025						
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13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

August 2025						
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17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

September 2025						
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21	22	23	24	25	26	27
28	29	30				

October 2025						
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19	20	21	22	23	24	25
26	27	28	29	30	31	

November 2025						
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16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

December 2025						
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14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

STAFF HOLIDAYS	
January 1, 2025	New Year's Day
April 18, 2025	Good Friday
May 26, 2025	Memorial Day
July 4, 2025	Independence Day
September 1, 2025	Labor Day
November 27, 2025	Thanksgiving Day
November 28, 2025	Friday after Thanksgiving Day
December 24, 2025	Christmas Eve
December 25, 2025	Christmas Day

LEGEND	
	Parks & Greenspace Meeting @6:00 p.m.
	Music in the Park
	Movie Night

FEDERAL HOLIDAY - NORMAL CITY BUSINESS DAY	
January 20, 2025	Martin Luther King, Jr. Day
February 17, 2025	President's Day
June 19, 2025	Juneteenth National Independence Day
October 13, 2025	Columbus Day
November 11, 2025	Veteran's Day

SPRING/SUMMER EVENT SERIES DATES

MUSIC IN THE PARK

7 PM - 9 PM @ SPRING VALLEY VILLAGE PARK

APR **04** JAVA FIVE BAND
CLASSIC ROCK BAND

MAY **02** JES SCHNEIDER
SINGING GUITARIST

JUN **06** THE LOST SHAKER OF SALT BAND
JIMMY BUFFET TRIBUTE BAND

MOVIE NIGHTS

7 PM @ SPRING VALLEY VILLAGE PARK

APR **25** CARS

MAY **16** MOANA 2

JUN **20** MADAGASCAR