

PARKS AND RECREATION COMMISSION MEETING

MINUTES

November 8, 2023

CALL TO ORDER – Roll Call and Determination of a Quorum

The Parks and Recreation Commission met on the above date at the Parker City Hall, located at 5700 E. Parker Road, Parker, Texas 75002. The meeting was open to the public.

Chairperson DaCosta called the meeting to order at 5:09 p.m. Chairperson DaCosta noted that there was not a quorum. Richard Pratt was sworn in by Mayor Lee Pettie for this meeting. Frank recognized there was now a quorum.

| <u>Parks and Recreation Commissioners</u> | | |
|--|----|--------------------------------------|
| ✓ | 1. | Frank DaCosta (Chairperson) |
| x | 2. | Le Ann Turrentine (Vice Chairperson) |
| ✓ | 3. | Pier Burgess (Secretary) |
| x | | Kimberly Hinshaw |
| ✓ | 4. | Donna DaCosta (Treasurer) |
| ✓ | 5. | Cherie Ware |
| <u>Parks and Recreation Alternates</u> | | |
| | | |
| x | | Paula Johnston Hutka |
| ✓ | 1. | Cyndy Lane |
| ✓ | 2. | Richard Pratt |
| <u>Public Attendees</u> | | |

| | | |
|---|----|--------------------|
| ✓ | 1. | Lee Pettie - Mayor |
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PUBLIC COMMENTS

No public comments were made.

INDIVIDUAL CONSIDERATION ITEMS

1. APPROVAL OF MINUTES

September and October minutes have been reviewed by the commission. A motion was made by Richard to approve the September and October minutes. Donna seconded the motion. Motion passed 4-0.

2. WILDFLOWER GARDEN

Cherie's report will be delayed until later. She has put together a program that will be held Saturday October 21st, from 10 to noon, in the Preserve by the Gazebo. Both kids and adults can help plant wildflowers in the wildflower Garden. It's a hands-on shared. Explanations of why wildflowers are so important and how pollinators affect our lives will be shared.

3. PARKERFEST RETROSPECTIVE

Lee said she heard no complaints at all, only positive accolades.

The band was great. The songs were family friendly and the right volume. The band members enjoyed the festival as well. We will make sure we provide chairs for them next time. They didn't complain though. They want to come back.

The games and activities were geared to children and adults alike.

The layout of the pumpkin booth was much better this year. With the tables located on all sides of the tent. There was more room to maneuver and also to for cleanup. Parents had more opportunity to participate with their children.

The food was good, positive comments on the doughnuts and shaved ice. They also expressed a desire to come back next year. The positions of the food truck around the festival worked out well.

There were no known complaints from the craft vendors this time.

Citi Turf is excited about coming back next year.

Party Sports wants to return. Maybe next year they can do a gallery if the city approves. They had a steady crowd.

Foster Farms and Classic homes want to return as well.

It was asked if next year we could allow wine tasting. The city would need to approve this for the event. They said it was their favorite venue of the year.

It might be possible for a third-party management company to acquire craft vendors for the festival next year. We will discuss this with the city. Special contracts will need to be developed for city liability purposes.

The police tent worked out very well. They gave out all of their 150 goody bags.

Soliciting volunteers is still a challenge. Donna worked tirelessly and filled the need. The most stressful points in time are at the beginning and end of the festival. Making sure everyone shows up and checks in. This year a group that didn't respond to the call for volunteers showed up, while the group that responded, cancelled at the last minute. It was fortunate that the church congregation to which Donna attends showed up to help take down games and such at the end of the day. Frank will try and automate this process for the future events. A suggestion was made to increase the size of the signage regarding the volunteers. This was thought to be a reasonable request.

Shirt and cap sales did not do well. People were looking for free items. We can use them for next year John McClure, was a \$300 sponsor, would like a blue tee shirt.

The green shirts worked out; they could be readily seen.

Glad we had power for the vendors that needed power.

Parking was challenging. Chief Price said all the parking spots were full he estimated over 500 cars.

Attendance was up again this year. Ed Standridge counted 583 visitors coming through the welcome booth. Michael George, who organized the car show, counted over 300 attended the car show. There were 85 cars displayed. Attendance was slow the first hour but increased the second and third hours. Since

the festival was spread out in area visitors were less crowded. We were all so pleased the festival ran as well as it did in spite of the rain delay and time change.

In conclusion, Frank will put together a physical binder of ParkerFest 2023 outlining the process in detail, with all the dos and don'ts for future events.

The city needs an accounting of the donations and expenses. There is a special form. The report should be finished by January's meeting.

4. HOLIDAZE

Budget wise, we have some money. There was a motion by Pier to allow \$1000.00 for Holidaze. Cherie seconded the motion. The motion Passed 4-0.

Date of the venue will be December 2, 2023, 3-5 p.m.

Cherie Ware and friend Wendy Clark will form a Holidaze Committee to organize the event.

Highlights of the event – Winter Theme, Contact Gary for logistics.

Food - hot chocolate and cookies

Tree lighting – if one can be found, will purchase lights that will become an asset. Fire Department will hang lights as time becomes available. Possible use of back lit cut-out scenes.

Photo opportunities

Decorated chevy truck, Santa and Mrs. Claus, Olof character.

Contact owners of the reindeer and slay used previously, use of snow machine.

Community Service – PWC Angel tree

Tables and chairs needed – contact Victory Church or use rental company.

ROUTINE ITEMS

1. FUTURE AGENDA ITEMS

ParkerFest Preparation for 2024

Future Preserve events – Spring and Summer events – 2024 Calendar

Boy Scouts - Project needed. Frank will be point of contact for the troop. Possible project may be distance markers along the pathway.

2. OUTSTANDING ITEMS FROM PREVIOUS MEETINGS

Continue to monitor expenses

3. ADJOURN

The next meeting of the Parks and Recreation Commission will be January 10, 2023 at Parker City Hall. The commission agreed to cancel December's meeting. Chairperson DaCosta adjourned the meeting at 6:10 pm.

Minutes Approved on _____ day of _____, 2023.


Chairperson Frank DaCosta
Secretary Pier Burgess

Attest:

City Secretary Patti Scott Grey