

PARKERFEST / HOLIDAZE 2024
COMMITTEE MEETING
MINUTES

September 7, 2024

CALL TO ORDER – Roll Call and Determination of a Quorum

The Parks and Recreation Commission met on the above date at the DeRa Coffee, located at 2320 Los Rios Blvd, #101, Plano, Texas 75074. The meeting was open to the public.

Chairperson DaCosta called the meeting to order at 10:00 a.m.

		<u>ParkerFest Committee</u>
✓	1.	Frank DaCosta (Chairperson)
✓	2.	Cherie Ware (Vice Chairperson)
✓	3.	Donna DaCosta (Treasurer)
✓	4.	Pier Burgess (Secretary)
✓	5.	Cyndy Lane
x	6.	Richard Pratt
x	7.	Wendy Clark
x	8.	Shauna Warmbrodt
x	9.	Vickie Pilgrim
✓	10	Lucy Estabrook
x	11	Lee Pettle (Mayor)

x	12	Pam Terrell
x	13	Le Anne Turrentine

PUBLIC COMMENTS

No public comments were made.

INDIVIDUAL CONSIDERATION ITEMS

1. HOLIDAZE

Holidaze celebration can be done in two ways, an event or just decorations. In order to do a Holidaze event, we need someone to step up and chair the committee, organize the meetings, assign tasks and follow up on details. Advertising and activities need to be planned ahead of time.

Cherie brought copies of her spread sheets from last year's vendors, volunteers and activities. This information could be used as a template for this year's planning.

Many of the commission members do not have the band width to take up this leadership position. In lieu of not having anything, we might create an opportunity for holiday photos by decorating with lights (light show), or, with a display of holiday characters. This would simplify things.

Some ideas for a smaller event would be the following:

- Research someone to do a light show to music.
- Have a tree lighting. Tentative date might be December 8, 2024. Maybe have hot chocolate and cookies or candy canes.
- Put out an e-blast out for the community to bring outdoor ornaments for the tree. Volunteers would be needed to place ornaments on the tree. Provide some websites for the ornaments or bring home made.
- Get a tree topper.
- Combine tree lighting with a community service like toys or food.
- Santa's mailbox for Christmas letters.

All of these ideas are great but still there is a need for volunteers and coordination of details. Pier will consider heading Holidaze. We will table this decision until the next meeting.

2. PARKERFEST PLANNING

Frank has developed a process for the setup of the festival. Volunteers are very important to make the process efficient. Cherie may have some leads for volunteers. We need a way to find adult volunteers, someone to call and solicit people to do a specific task at the festival. We need about 10-20 adults. We need someone to meet the vendors and food trucks and direct them to their spot. We need someone to bring water to vendors and the band or fill the prize bin with more toys or pick up trash. People are more apt to volunteer if they are given a specific task or selection of tasks to choose from. Donna will reach out to their young adult minister and youth minister to see if she can get some volunteers that way. Lee said she may have some adult volunteers. Lucy is willing to make some calls. We could ask the city council if they would volunteer.

The schedule for set up might be as follows,

Friday

Lay out of the games, vendor booths, exhibits, food truck and band locations should be located on the site. The big tent will be delivered and put up along with the placements of tables and chairs. Make sure the field is sprayed for ants.

Saturday

Volunteers will arrive early (8:00 am) to help set up games and help others. Games volunteers will learn how to play the games and other related tasks. Smaller tents for the art and craft booths will be set up. Lucy volunteered to camp out at the site for security.

Sunday

Volunteers will arrive early to help set up the remaining items, then go to their stations. Parking spaces need to be designated for vendors to offload their booths and sale items. At the end of the festival, volunteers will help dismantle the games and take them to Frank's vehicle. Loose trash will be picked up and discarded.

Other items discussed were to add a couple of new games that were sturdier and would last a longer time. Cut sheets of a skeet ball and nerf shooting gallery were emailed to us previously. We considered using a large blow-up slide instead of the bounce house. There are other opportunities for activities like an obstacle course or putting course that might require less volunteers. The

company is One Big Party Dallas. The contact is Jose. The opinion was that it is a little late to change the present vendor.

ADJOURN

The next meeting of the ParkerFest / Holidaze meeting will be October 9, 2024 at 5:00 pm. at Parker City Hall.

Chairperson DaCosta adjourned the meeting at 11.01 pm.

Minutes Approved on 13 day of November, 2024.



Chairperson Frank DaCosta



Secretary Pier Burgess

Attest:

City Secretary Patti Scott Grey