

PARKS AND RECREATION COMMISSION MEETING

MINUTES

October 9, 2024

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 Frank DaCosta determined there was a quorum.

<u>Parks and Recreation Commissioners</u>		
✓	1.	Frank DaCosta (Chairperson)
x	2.	Cherie Ware (Vice Chairperson)
✓	3.	Donna DaCosta (Treasurer)
✓	4.	Pier Burgess (Secretary)
x	5.	Cyndy Lane
<u>Parks and Recreation Alternates</u>		
x	1.	Richard Pratt
x	2.	Wendy Clark
x	3.	Shauna Warmbrodt
x	4.	Vickie Pilgrim
<u>Public Attendees</u>		

Frank agreed to create a marketing piece to advertise the vendors that will be at ParkerFest. He will put it on social media and Facebook this week.

Food truck locations will need to be reviewed. Pier will send Frank a list of the food trucks and their size requirements.

Donna obtained a quote for a golf cart or maybe 2. We already approved 2 carts. Carts will help visitors get from parking to the festival. They will also help to transport vendor items to their booths and with vendor set up and take down at the end of the festival. They can help transport water. Glenn Burgess has volunteered to drive a cart. We will look for a few more drivers.

Burgess will provide water bottles again this year. We need 4 cases of water and 4 bags of ice. They will also bring a cooler if needed.

Water is also needed for the petting zoo animals and horses and kid's games.

Lucy volunteered to drive her pickup truck which has large water containers and fill those games that require water.

We are missing card delivery to the areas of SW, Estate Lane, Whitestone. Lucy and Cindy agreed to take a second region. (Shauna and a volunteer took last minute route Saturday after the set up was completed.)

Festival schedule set up outline is as follows.

Friday

- Frank and Donna set up cones for numbered games and layout spacings.
- Texas Tents will deliver and set up the main tent, as well as the table and chairs.
- Kelly rentals will set up tables and chairs for the pumpkin booth.
- The stage will be set up Thursday or Friday. Port a potties will be delivered.

Saturday - meet at 9:00 am.

- Setup main tent tables and chairs and cover tables.
- Assemble feathered flags.
- Mark ant mounds with yellow flags.
- Install anchors and flags except for entry, only install anchors at entry.
- Install welcome site map.
- Spray paint locations for food trucks.
- Move 1 table and 1 chair to game locations and cover the tables.

Future Preserve events – Spring, Summer, Fall and Winter events – 2024 - 2025 Calendar. Banners on poles in along major streets.

Possible project may be distance markers along the pathway or creating plant, tree identification tags, Preserve Monument sign and curbing around wild flower garden.

2. OUTSTANDING ITEMS FROM PREVIOUS MEETINGS

Continue to monitor expenses.

3. ADJOURN

The next meeting of the Parks and Recreation Committee will be November 13, 2024, at 5:00 pm. at Parker City Hall, located at 5700 E. Parker Road, Parker, Texas 75002.

Chairperson DaCosta adjourned the meeting at 6:10 pm.

Minutes Approved on 13 day of November 2024, 2024.


Chairperson Frank DaCosta


Secretary Pier Burgess

Attest:

City Secretary Patti Scott Grey