

City of Parker Parks and Recreation Commission Meeting Minutes

Date	September 10, 2025
Place	Parker City Hall, 5700 E. Parker Road, Parker, Texas 75002
Called to Order	5:00pm
Adjourned	6:00pm

Attendees			
Present	Role	Name	Position
✓	Commissioner	Frank DaCosta	Chairperson
	Commissioner	Cherie Ware	Vice Chairperson
✓	Commissioner	Sarah Sharpe	Secretary
✓	Commissioner	Donna DaCosta	Treasurer
	Commissioner	Cyndy Lane	
✓	Public	Lee Pettle	Mayor
✓	Public	Marcos Arias	Citizen

Parks Commission Budget and Projects

The meeting discussed several updates and decisions. Frank reported that Cherie was unable to attend due to a conflict, but noted that there was still a quorum. City Council approved a budget increase for ParkerFest and the holiday lights, with the fire chief offering to store the lights in the mezzanine. They also discussed the gazebo and pavilion projects, deciding to revisit them early next year to apply for grants, with the possibility of transferring funds if the projects move forward. The commission agreed to identify a point person within Parks and Rec to handle trail responsibilities, which the team will follow up on in the next meeting.

ParkerFest Volunteer Coordination Meeting

The team discussed ParkerFest preparations, noting progress in booking but a need for specific volunteers, particularly for parking. They plan to post a request on social media and coordinate with Chief Price to ensure smooth parking management, including potentially using rally flags and parking signs. The team is also seeking adults to meet and greet vendors and manage logistics, with 15 vendors confirmed and a goal to reach 20. Team will organize a meeting with Chief Price to finalize parking plans and address volunteer needs.

Event Sponsorship and Logistics Update

Frank reported that most sponsor funding has been secured, with only thank you notes remaining to be sent. He discussed logistics for the upcoming event, noting that while the games are in good shape, they still need someone to handle cupcake delivery and pumpkin arrangements, as Cherie will be out of town. Cindy Meyer has agreed to take on the promotions role, handling postcards and distribution.

Event Planning and Coordinator Roles

The team discussed the need to order T-shirts for an upcoming event, emphasizing the importance of gathering sizes, placing the order, and distributing them. They mentioned that signage was progressing but noted that the event was just over a month away and would require more preparation. Frank also introduced the roles of a T-shirt coordinator and a continuity coordinator, expressing interest in Marcos Arias for the latter position. He explained that the coordinator would be responsible for monitoring the event, addressing any issues, and communicating with the team via walkie-talkies if necessary. Frank encouraged volunteers to step forward for these roles to alleviate some of the workload.

Volunteer T-Shirt Color Discussion

The committee discussed T-shirt colors for volunteers and committee members at an upcoming event. They considered using a different color for committee members to make them more visible, with blue and teal being popular options. While some committee members felt strongly about having a distinctive color, others were less concerned. They decided to leave the decision up to the person responsible for ordering the T-shirts, who will choose a color that stands out from the volunteers' green shirts.

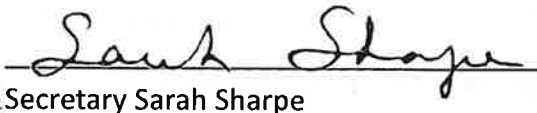
Holiday Lighting and Leadership Updates

The team discussed the holiday lighting planning, mentioning the availability of funding and the need to contact Ken Browne about storage. They shared that a new city administrator, Kent Manton, will start on October 20th, and expressed excitement about his enthusiasm for the role.

Minutes Approved on 14th day of JANUARY, 2026



Chairperson Frank DaCosta



Secretary Sarah Sharpe

Attest:



City Secretary Patti Scott Grey Hall