

City of Parker Parks and Recreation Commission Meeting Minutes

Date	October 8, 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 Pettie	Mayor

Shirt Order and Logistics Planning

Sarah placed an order for shirts last Wednesday but encountered confusion when she called to follow up, eventually receiving a proof on Monday. She informed the group that the shirts would arrive the following week, but she would be out of town, so her son Logan would pick them up and coordinate with someone to distribute them to those not in her household.

Fire Station Ice Access Plan

They discussed logistics for accessing ice from a fire station, noting that a commercial ice machine is available for their use. They planned to coordinate with Jeff or Roxanne to ensure access, as Justin might not be available. They also considered the possibility of allowing children to climb on fire trucks during the event, which they would confirm with the fire department. They debated whether to publicize this activity and suggested adding a sign to direct attendees to the fire trucks.

Event Setup and Volunteer Coordination

They discussed the setup process for an upcoming event, including the arrival of equipment on Friday and the placement of tables and chairs on Saturday. They emphasized the need for volunteers to assist with setup and highlighted the importance of preparing the event area, such as mowing the grass and trimming trees. They

also mentioned the use of canopies, tubs of games, and traffic management, noting that police support would be available with the help of volunteers equipped with radios.

Event Volunteer and Logistics Planning

Team organized a meeting to plan for an upcoming event, focusing on volunteer coordination, logistics, and postcard distribution. They outlined the need for volunteers to monitor the bounce house, operate golf carts, and assist with parking, emphasizing the importance of ensuring a balanced schedule for volunteers to enjoy the event. They also discussed the distribution of postcards to various neighborhoods, noting legal considerations around taping them to mailboxes, and assigned specific areas to different volunteers. Team requested volunteers to sign up through an online portal and confirmed the number of postcards and other materials needed.

Minutes Approved on 14th day of JANUARY, 2025



Chairperson Frank DaCosta



Secretary Sarah Sharpe

Attest:



City Secretary Patti Scott Grey *Hull*