

# PARKS AND RECREATION COMMISSION MEETING

## MINUTES

July 10, 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 5:02 p.m. The meeting was open to the public.

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

The June minutes for P&R and the ParkerFest meeting were reviewed. Donna made a motion to accept the minutes for the P&R and the ParkerFest Committee for the month of June 2024. Cherie seconded the motion. The motion passed 5-0.

### **2. WILD FLOWER GARDEN STATUS**

There is nothing new regarding the wild flower garden.

A question regarding the status of curbing around the wild flower garden was asked. Cherie has not had time to follow up on this item.

The status of the maintenance needed in Preserve was not discussed at this meeting.

### **3. BUDGET SUBMISSION**

The P&R budget spread sheet was submitted to Grant by Frank. The first budget meeting will be this Tuesday July 16th.

Included on the budget spread sheet were the following items:

ParkerFest Event	\$ 10,000.00
Portable modular stage	\$ 10,000.00
PA system	\$ 20,000.00
Pavilion	\$ 150,000.00
Restrooms (2)	<u>\$ 80,000.00</u>
Total	\$ 270,000.00

At last account, Donna thought we had about \$2500.00 in our P&R account. When Grant returns from vacation, Donna will ask for the amount of cash we have available to spend without further Council authorization.

#### 4. PARKERFEST

Frank had good news from Republic Waste. They will cover \$5000.00 of our event expenses. They will include the tent, tables, all the chairs and 2 porta potties. If Pier can get an invoice from Kelly Rental for the pumpkin booth chairs and tables, Republic will pay for that line item as well. These items will cover approximately \$3000.00 of the \$5000.00 donated.

Frank handed out some of the ParkerFest business cards to distribute to potential donors.

Discussion continued regarding a band selection.

- Iron Fist of Duncan cost the least amount at \$800.00. They owe us an hour of their time as the rain cut the concert in the park event short.
- Frank got a hard cost from the Vinyltone band at \$2100.00, more than was expected. The price increased due to additional equipment needed for an outdoor event. If Jim Reed's portion of the fee was included the cost would be higher. There is a concern that Vinyltone has a limited play list. Frank won't ask about an expanded play list until a final decision is made. Frank feels Vinyltone band will benefit the commission because Jim is a council member and he takes special interest in the community.
- Cover Down Band cost \$2500.00 for a 7-piece band. They have a large play list, country, rock, pop and jazz. Pier will send a link for the music videos. She will ask if they are playing anywhere so we could hear them in person. Their website does not show any events for them until September. To hear and see videos go to [coverdownband.com](http://coverdownband.com), then go to the menu and then videos.
- Big City Outlaw is asking for \$3600.00 for a 6-piece band. We paid them \$3000.00 last time. The band was well received last year. They said the price was negotiable.  
In speaking with them recently, they have reduced their fee to \$2500.00.

It was decided that the commission would vote on a band at the next ParkerFest meeting on July 31<sup>th</sup>.

The car show cars will be parked in the field on the north side for the Preserve. If food trucks are going to be parked there, the car show management needs to know as it will affect the layout of the cars. Timing will be important in set up. Frank and Richard will discuss further.

Shauna followed up with her face painting contact. She does several services besides face painting. She does glitter art, tattoos and a bling bar. An approximate number of children would be needed to get supplies. We used 150, due to the number of pumpkins that were decorated by children at last year's festival. That being said, we would probably need 3 face artists. Shauna's contact may also have a balloon artist. At least 2 would be needed. The vendor would need to bring their own tent.

A cost estimate of \$130.00 - \$160.00 per hour was given by Shauna's contact.

Frank mentioned that the Libertarian Party had asked for a booth. Frank will respond that no vendors will be allowed to promote political or religious agendas.

It was suggested that we purchase tee shirts or polo shirts for the P&R committee to wear at ParkerFest as was done last year. We have to decide if we want to repeat the same shirt designs with no date on the logo for a donation fee, and shirts with a date and the sponsors on the back for the P&R commissioners. We can start obtaining costs now.

Richard reached out to our neighboring city's P&R departments for what he called a Teams Meeting. This would be a one-on-one meeting with us and members of the neighboring city P&R department staff. The purpose of these meetings is to get to know each other, exchange and share ideas and learn about how they operate, prioritize and fund their goals. Richard was successful in obtaining a meeting with Plano P&R later this month. He is waiting for replies from Allen, Wylie and Murphy.

Cherie will send Richard and Frank the contacts in Allen who we met with a couple of years ago and those from Plano who were instrumental in helping Cherie establish the wild flower / pollinator garden.

Richard researched 10 specific grants P&R might be interested in. He sent the list to Lee and Frank. They range in amounts of \$1000.0 - \$3000.00. They are matching grants which means P&R would have to have the money in its account in order for us to apply. P&R would have to work very closely with the city for this to be successful. It would greatly depend on the available revenue of the city and budget committee, and generous donation from citizens. Grant submission must include a detailed estimate for the cost of the project. There is no absolute guarantee that we would achieve the total amount asked. We could only be awarded partial or even nothing. The grants may cover Preserve improvements and any of those item's listed on the budget spread sheet.

Richard has created a calendar of all the surrounding communities by month for this year. It would need to be updated 4 times a year. This will give us a good idea of conflicting events. We are all very appreciative for Richard's work.

Richard followed up on sponsors. He is waiting to hear back from Citi Turf, Keane Landscaping, Dallas Landscaping, EBA Automotive, Ayla Auto and Alamo Fireworks.

Frank was asking Richard when we might be receiving the money from the Warner Group. Frank to follow up.

Lee brought us information regarding raffle in municipalities. The Attorney General's office says you can only do raffles if it's under an organized sports event by an organized sports authority. The city cannot do raffles.

Lee received a letter from the IRS stating that it would cost \$275.00 for them to send an application for the nonprofit status certificate for the City of Parker. The city concluded that this letter will be beneficial to the city and as a result, the city will pay for the application and certificate. Lee also can not give us an estimate on when this might be done. Grant will try to get the information to the IRS this week if possible.

Cherie requested to put an item on next month's agenda, Holidaze. It's important to get this committee started up so we will be in a good position when the event takes place in December.

## **ROUTINE ITEMS**

### **1. FUTURE AGENDA ITEMS**

ParkerFest Preparation for 2024

Creation of the Holidaze Committee 2024

Future Preserve events – Spring, Summer, Fall and Winter events – 2024 - 2025  
Calendar

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

2. OUTSTANDING ITEMS FROM PREVIOUS MEETINGS

Continue to monitor expenses

3. ADJOURN

The next meeting of the Parks and Recreation Commission will be August 14, 2024, at 5:00 pm. at Parker City Hall.

The next ParkerFest Committee meeting will be July 31, 2024, at 5:00 pm. at Parker City Hall.

Chairperson DaCosta adjourned the meeting at 5.54 pm.

Minutes Approved on 14 day of August, 2024.



Chairperson Frank DaCosta

Pier M Burgess  
Secretary Pier Burgess

Attest:

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City Secretary Patti Scott Grey