

PARKS AND RECREATION ADVISORY COMMITTEE  
MINUTES OF MEETING  
11-06-2024

**Call to Order**

Doris called the meeting to order at 5:30 pm.

Edward Lock	<i>present</i>	Karen Fitzgerald	
Robyn Taylor	<i>present</i>	Molly Slaid	<i>present</i>
Heather Tuggle		Michelle Mitcham	
Lynda Schubring	<i>present</i>	Isaac Recinos	<i>present</i>
Jennie Kent	<i>present</i>	Alexander Harris	<i>present</i>
Doris Michalak	<i>present</i>	Robert Basford	
Rachel Beazley	<i>present</i>	Maria Thorne	<i>present</i>
Thomas Huebner			

**Approval of Minutes from 10-2-24**

A motion was made to approve the minutes by Edward and was seconded by Robyn.

**Citizens Comments**

Kimberly Henao of Singapore Lane stated that she and her family had fun at the Fall Frolic event. She said that is looking forward to the Lazy Day and Holiday in the Village events.

A committee member voiced her concerns as a citizen on the subject of the playing fields being unfairly monopolized by some people, preventing residents from using them. Isaac stated that he and Robert would look into a possible solution of numbering the fields and managing them through online reservations.

**Items for individual consideration**

**Brewfest wrap-up**

Brewfest was a huge success, selling out and earning praise from attendees, staff, and police. Held in an underutilized park, the event showcased great beer, enjoyable music, and a welcoming atmosphere. Many attendees called it one of the best local events, appreciating the well-organized setup and venue.

To improve next year, several changes are planned. Adding more beer stations and staff will reduce long lines, while better lighting, especially near bathroom stalls, will enhance visibility and ambiance. Bistro or string lighting could also add charm. Activities like traditional Brewfest games (e.g., Stein holding or sausage tosses) and casual games (e.g., checkerboards) could engage more attendees and add variety.

Logistical tweaks include moving the registration table inside the event area to prevent road congestion and using sturdier tablecloths to withstand windy conditions. Food options will also be improved, with items like large pretzels and mustard offering better value.

With these adjustments, the team is confident next year's Brewfest will be even bigger and more enjoyable, solidifying its place as a signature community event.

**Spooky House Decorating Contest Wrap-up**

The first Spooky House Decorating Contest was a success, with strong participation and record social media engagement. The winner was thrilled, but suggestions included adding more winners

by section or categories like "Most Spooky" or "Most Festive" to encourage broader participation and reflect diverse decorating styles.

The contest brought excitement and community spirit, and plans for next year include refining the format to inspire more involvement. This promising event is poised to become a fun annual tradition.

### **Fall Frolic Wrap-up**

The Fall Frolic event was generally successful despite several challenges. Staff shortages, including the absence of Isaac, Robert, and Sebastian, created difficulties in managing the event, and some food trucks arrived late, adding to the logistical issues. Volunteers for the haunted house were also insufficient, leading to a lack of scares and guidance at the entrance and exit. Additionally, the pavilion lights interfered with the haunted house's atmosphere, making it less dark and spooky. Alec gave kudos to Rachel whose help was invaluable.

Despite these obstacles, the event was well-received by attendees, with positive feedback on the layout and the increased participation compared to last year. The food vendors, though faced with space limitations, had a decent turnout, and the haunted house remained a key attraction. There was a suggestion to limit food trucks next year to reduce crowding and to schedule the event on a different day to avoid conflicts with the high school homecoming game. The committee also discussed potentially adjusting the haunted house's involvement in future events due to scheduling constraints. Overall, the event was a success, but improvements in staffing and logistics will be considered for next year.

### **Holiday in the Village 12/7/24 4pm to 7pm**

The planning for "Holiday in the Village" is progressing well. Vendor registration is open, and registrations have been coming in steadily. The event will follow a similar format as previous years, with indoor vendors at the Civic Center and outdoor overflow spots. Action Academy is contributing their 75-business fair for the event. The first couple of parade of lights registrations are in, and half of the participants will be the same as previous years. The website for the event is live, and everything is on track. Additionally, a potential sponsor may cover the entire cost of the snow area, which is a great benefit.

Volunteers are needed for judging the contests and helping manage the snow area. A sign-up sheet will be created for these roles. Judging will be led by a team of experienced judges, with the goal of assessing the entries as they leave, after they've been lit up in the evening. The event starts at 4:00 PM, with the parade at 7:15 PM.

For decorations, help is needed between December 3rd and 5th, from 5:00 PM to 8:30 PM. Volunteers will be involved in setting up trees, lights, and general decor. A new Santa Claus will be present this year, and Santa letters will still be offered, likely in the Civic Center room. A few changes to judges and schedules are being worked out, with some volunteers stepping in for others. Lastly, the snow area will require additional adult volunteers to assist the lifeguards, and to facilitate frequent volunteer rotations to avoid fatigue.

### **Holiday Home Decorating Contest**

The discussion about the Holiday Home Decorating Contest focused on finalizing the judging assignments and ensuring everything is set for the event. The group agreed to follow the same structure as previous years, with each judge assigned to a specific section. There were no major concerns, but it was emphasized that judges should not assess the same section as last year. The exclusion list should be updated to remove past winners and committee members' homes. One person volunteered to take over the task of assigning judges to sections, with the understanding

that the instructions and assignment details would be sent via email. The judging days will be the 11th and 12th, and Alex will collect the completed information from the judges.

**Discuss and take potential action regarding meeting time adjustment.**

This topic was tabled for next month since the requestor, Michelle Mitcham, was not in attendance.

**Parks and Recreation Directors Report**

There will be no pool next summer.

Carol Fox water fountain is shut down due to a leak that is being addressed

The grass is dead due to irrigation issues.

**Future agenda item request**

Discuss and take potential action regarding meeting time adjustment.

**Next Meeting Date**

December 4, 2024

**Adjournment**

A motion was made to adjourn the meeting by Rachel and was seconded by Jenny.



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Maria Thorne, Administrative Assistant