

PARKS AND RECREATION ADVISORY COMMITTEE  
MINUTES OF MEETING  
12-04-2024

**Call to Order**

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

Edward Lock	<i>present</i>	Karen Fitzgerald	<i>present</i>
Robyn Taylor		Molly Slaid	<i>present</i>
Heather Tuggle	<i>present</i>	Michelle Mitcham	
Lynda Schubring	<i>present</i>	Isaac Recinos	<i>present</i>
Jennie Kent		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 11-06-24**

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

**Citizens Comments**

Kimberly Henao of Singapore Lane expressed that she is looking forward to the upcoming event of Holiday in the Village. She also commented and inquired about the blocking of streets and intersections. Isaac stated that he would share the map of the parade route.

**Items for individual consideration**

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

Today, we began setting up for the event after court adjourned, and the lifeguards have been instrumental in the process. Five arrived at 11:30 AM to decorate the MCM room, which is now 95% complete, with minor tasks like cleaning and fluffing trees left for tomorrow. The remaining interior setup includes floor markers and one more tree, which we'll handle in the morning with Ms. Gloria.

Tomorrow, lifeguards will split into teams to finalize interior details and begin outdoor setup, aiming to have 90% of the event ready by evening. The parks crew will handle street signs, barricades, and picnic tables, ensuring everything is in place by Friday night for a smooth Saturday. The lifeguards' commitment throughout the week has been outstanding and a tremendous help.

Parade check-in starts at 5:35 PM, with judging at 6:00-6:30 PM. Snow station shifts will cover 4:00-7:00 PM, managed by lifeguards and supplemented by volunteers as needed. In case of rain, the event will proceed with tents covering key areas, though a downpour would cancel the parade. Vendors, volunteers, and participants have been informed of this plan.

The event's logistics are well-coordinated, with Doris assisting with check-ins, lifeguards managing Santa's area and snow zones, and the parks crew handling trash, bathrooms, and tech support. Post-event cleanup will be streamlined with the last parade vehicle collecting barricades and signs. Thanks to strong teamwork, we're confident in the event's readiness. If weather cooperates, everything should run smoothly. Any extra help is welcome, so let us know if you're available!

**Holiday Home Decorating Contest 11<sup>th</sup> & 12<sup>th</sup>**

Doris said that at the last meeting, Robin agreed to handle section assignments for judging decorated homes. Since many of you are familiar with the process, she'll assign sections and send out emails. If you can't participate, please let her know promptly so she can plan accordingly. Judging will occur on Wednesday, the 11th, and Thursday, the 12th. Instructions in her email will

outline the process. Be sure to take a landscape-format photo of each house along with its address and submit them to Alex. Once final results are in on Thursday night, staff will use ChatGPT to map the most efficient route for placing winner signs. If you have any questions, feel free to ask Robin or Doris.

### **Turkey Trot**

Lynda talked about a proposed Turkey Trot event on Thanksgiving morning, collaborating with the Run Club. It would be open to bikers, walkers, and runners. The event would feature 1K and 5K options, a refreshment table, a kickoff MC, and music. Support from staff would be needed with social media promotion, route signs, and start and finish banners. They suggested making it a citywide event with free entry and including a charity component like a canned food or toy drive.

The committee discussed whether the city would take full responsibility for the event or partner with the Run Club. It was agreed that the city would lead, with Run Club and committee members volunteering to help, as securing lifeguard staff on Thanksgiving at double holiday pay may be difficult. Planning should begin in March, following a process similar to the Triathlon, starting with police coordination on the route. A subcommittee will be formed, including Edward, Lynda, and Heather. The church parking lot was suggested as a potential venue, and additional volunteers will be recruited to support the event's success.

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

Committee members decided to remove the topic from the agenda until Michelle is able to attend the meeting and discuss.

### **Parks and Recreation Directors Report**

The water at Carol Fox Park is off because the backflow valve was accidentally run over by a mower. Hoping to get Joey to repair it, or staff may need to call a contractor.

The bathrooms at Clark Henry park are locked due to vandalism again. Vandals set fire in the bathroom. Staff is hoping to improve police presence. Committee members suggested maybe getting a senior group to hang out at the parks.

### **Future agenda item request**

### **Next Meeting Date**

January 8, 2025

### **Adjournment**

A motion was made to adjourn the meeting by Edward and was seconded by Heather.



Maria Thome, Administrative Assistant