

PARKS AND RECREATION ADVISORY COMMITTEE
MINUTES OF MEETING
July 6, 2022

Call to Order

Doris called meeting to order at 5:35 pm

Jamie MacDonald	<i>present</i>	Robyn Taylor	<i>present</i>
Ashley Brown	<i>present</i>	Clare Towery	<i>present</i>
Doris Michalak	<i>present</i>	Michelle Mitcham	<i>present</i>
Kristy Holder		Luke Onorato	<i>present</i>
Heather Tuggle	<i>present</i>	Isaac Recinos	<i>present</i>
Lynda Schubring	<i>present</i>	Sebastian Marquis	<i>present</i>
Nancy Manlove	<i>present</i>	Robert Basford	<i>present</i>
Rachel Beazley	<i>present</i>	Maria Thorne	<i>present</i>

Approval of Minutes from (previous meeting)

Corrections were made to the minutes and motion was made to approve minutes by Jamie and was seconded by Nancy.

Citizen Comments

Karie Lawrence of Achgill Street praised the Independence Day event. She thanked everyone on the committee and said that everything was great. She added that it was very hot during the parade and that maybe it could take place at a later time next year.

Items for individual consideration

a. July 4th event closeout

Doris handed out a detailed July 4th post event summary list covering all aspects of the event. Committee members were invited to comment after each category.

Parade additional items: move the parade to 6:30 due to the heat, the pace of the parade, lack of police officer at Lakeview and Jersey, getting HS band to lead the parade, signs for parade entries, judge each entry regardless of previous wins.

Lemonade contest additional items: eliminate decorating contest, serve smaller cups of lemonade, have something to identify the judges, and take pictures.

BBQ cook-off additional items: judge BBQ and lemonade at the same time, the cook-off was supposed to be amateur, confusion about how to serve the food, don't have to be present to win, winner should be called on stage. Want winner announced on Facebook with picture that gets taken when they bring in their entry. Access to stage and microphone was an issue.

Food additional items: need to have easy foods available, quiet generators, food trucks back out, can we sell other simpler foods like hot dogs or pizza. Will look into requirements for permitting, food safety handler's license.

Band/stage additional items: costume contest was brought up, but the important thing is to keep safety in mind. They don't want to create a situation where people may rush to the stage.

Fireworks additional items: did not turn off lights under pavilion for safety reasons, need to barricade streets and get police involved for better control. May apply Founders Day plan to July 4th. Surrounding areas cancelled the fireworks, so we were the only fireworks around.

Bounce house additional items: need to have age limits on the bounce houses, need more lights near the bounce houses, more bounce houses, lines were too long, monitors need to wear vests, may look into hiring staff for the bounce houses, traditional games, photo booth were mentioned but don't have enough people to man the activities.

Advertising/media additional items: added a link on the web site that leads to the event flyers, planning to do more advertising, including JV Star. Would like more photography.

Parking additional items: 87 spots, trailers, firetrucks, 17 VIP sold, remaining spots were for volunteers and staff. Police officer was manning the lot. Need to have more police presence.

Hospitality additional items: no comments

Overall additional items: committee members don't get to enjoy the events. Working too hard at events. Maybe need to eliminate the bounce house so that people don't get stuck, maybe cut the event shorter, need more volunteers. Event was on a Monday, maybe have it on a day where people don't have to go to work the next day.

b. Lazy Day 1.5 K

October 1st was chosen for the Lazy Day 1.5K. Robert will confirm the date by e-mail. Doris asked for a list of tasks so that they could be delegated at the next meeting. A comment was made that the cost to participate was too high.

c. Appointment of youth member

The committee members thanked Luke for his service as youth committee member. We received one application. The new youth committee member is Felicity Singleton.

Parks and Recreation Directors Report

Restroom at Carol Fox Park will arrive tomorrow morning.

Lighting at Carol Fox was asked about and discussed.

Future agenda item request

None

Next Meeting Date

8-3-22

Adjournment

Motion was made to adjourn the meeting by Robyn and was seconded by Ashley.

2022 4th of July Post Event Summary

Comments from Committee and Residents

Parade

- Start at Post parking lot much better than Civic Center
- Three judges worked well
- Minimum two people working check-in
- Need laminated numbers that can be reused
- One person managing lineup from time of check in until departure
- Need shade tents, water and cooling for parade participants
- Suggest moving the parade forward an hour to 6:30pm –addresses overheating and alleviates boredom from small children between the parade, the concert, and then the fireworks.
- No walkers, too slow
- Participants thought parade moved too quickly—questioned stop at end when back at park
- Suggestions 1) parade goes hand out LESS candy and consider things like glow sticks that can be used at the event 2)parade participants DO NOT want to have dictated what they throw
- Organizations questioned being in commercial category when most were residents
- Need to post parade winners on City website, City Facebook page, etc. ALSO post on white board/poster board etc at event so all can get info on site

Lemonade Contest

- more advertising needed—many were unaware and wanted to participate
- attendees wanted to taste lemonade –need signs stating “Lemonade for judges sampling. None available for public consumption”
- Need numbers on fence or on front of each table for judging purposes
- Need scorecards and pencils for judging
- If have judging of decorations, need marked containers as well as someone announcing the contest and several walking around with the tickets to vote—could eliminate decorating contest completely
- Need to post lemonade contest winners on City website, City Facebook page, etc. ALSO post on white board/poster board etc. at event so all can get info on site

BBQ Cook-off

- Needs to be run more professionally—1)precise instructions on amount and how to be packaged for judging 2)need ticketing system or something similar when entries are turned in 3)need scorecards pens for judges
- police chief says he wants to judge this next year
- Need to post event winners on City website, City Facebook page, etc. ALSO post on white board/poster board etc. at event so all can get info on site

Food

- Food Truck--wait time for food was long—some 45 min. some longer
- Need to have a volunteer group provide easy quick snacks at Pavilion for individuals who just want chips, candy, hotdog, water/Gatorade at a cheap price without a wait
- Cotton candy booth that also sold lighting for kids – would like to see more vendors like this
- Need quieter generators. Is generator truck that was to power all still an option?

Band/Stage

- Fab 5--Excellent Multi-generational band
- Only one band if parade moved later
- If two band, consider costume contests between bands when there is a band that has that following. Should be simple and impromptu – have the MC call people up who want to participate (no need to pre-sign up) and the person with the loudest crowd cheer wins—(need judges)

Fireworks

- AWESOME!
- Music during fireworks is needed (cost savings; remove band and play classic rock songs over the loudspeakers)
- Need more speakers in the back to hear contest winners and music during fireworks. Not needed for the band because you want people to sit close for live band (they like the energy)—how to control when heard in back?
- Lighting at pavilion didn't turn off for fireworks show and caused some light pollution

Bounce house

- When provided need to be adequately staffed—obstacle course needed minimum 2 people, 3 would be helpful. One person at small house was sufficient.
- Lines were very long for obstacle course. Need more activities to avoid lines
- Remove from this event all together
- Need more for kids to do if adults are listening to bands

Advertising/Media

- Each event could be its own flyer for advertising. These flyers could be collected in a card deck post on Social meeting so it's not all lumped together with small text forcing people to go to the website. Website is great for more or consolidated information, but it doesn't work for everyone just wanting a quick glance because it's not cell phone friendly.
- Card deck posts are easy to share and easy to forward screen shots
- Each time a post is sent out by Parks and Rec, an email should be sent to the committee so we are aware and can then immediately share out.
- Hire someone to do photography and media on event day (ex. high school yearbook team). They can post throughout the evening, use hashtags developed, and do an event winner post.

Parking

- Need an improved system for granting VIP parking. Tpar malfunction
- Need sandwich board signs for parking areas to assist drivers and attendants (i.e. VIP Parking ONLY, Event Parking)
- Parking attendants needed for the duration of the event
- Need additional parking for when lots fill—possible shuttle from JV Baptist?

Hospitality

- Pool gate open until committee got to that area from parade check-in
- Need to have someone manage food/water/snacks at hospitality

Overall

- Provide a hospitality tent for the public to address overheating. Include cooling fans, chairs, first aid, and ice water
- Volunteers/Staff should work a maximum 2 hours.
- A group text should be created with P&R, Committee members, and volunteers to support areas that aren't being adequately covered.