

## RESULTS!

**DATE:** July 30, 2008  
**TO:** Jeff Brown, Council Member, Holiday Festivities Sub-Committee  
**FROM:** Creighton Wright, Assistant Parks and Recreation Director  
**SUBJECT:** Summary from July 29, 2008

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1. CALL TO ORDER AND INTRODUCTIONS: Creighton Wright, Assistant Director, Parks and Recreation Department, 6:03p.m.
  - a. MEMBERS PRESENT: Council Member Jeff Brown; Council Member Joyce Hildebrandt; Carlos Acuna, RAB Member; David Weiss, RAB Member; Molly Jacobs, QCPAC.
  - b. STAFF: Creighton Wright, Assistant Director; Joey Perry, Recreation Manager; Adam Robinson, Program Supervisor, Elodina Lopez, Sr. Program Technician and Erica Perez, Sr. Program Technician.
  - c. PUBLIC: Cynthia Buffington and Chris Clark.
  
2. PUBLIC COMMENT: none
  
3. ITEMS FOR DISCUSSION:
  - a. ITEM A– Discussion and possible action on changes to the Town’s Holiday Tree Lighting event.
    - i. STAFF REPORT: Assistant Director, Creighton Wright reviewed the history of the Holiday Tree Lighting event at Town Hall. Program Supervisor, Adam Robinson reviewed the Staff Report noting the following points:
      1. Challenges from past events are insufficient parking for event, Ellsworth Rd must be closed to accommodate event, insufficient available electricity to light trees and Town Hall with current wiring, cost of rental of additional generators to run electricity for lighting trees at Town Hall, multiple holiday events on different days causing confusion to citizens and budget constraints and increased cost causing refocusing of priorities for event.
      2. Recommended changes for the future event are broken down into four portions:
        - a. Location – new Library location on Ellsworth Loop side of building.
        - b. Lighting Plan – reduce or eliminate lighting of municipal center in exchange for lighting library would

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save nearly \$2000 in generator rental; freeing up spending authority for event activity to serve a growing population.

- c. Tree – procure/lease/donated tree for library and have it lighted
- d. Event name – consider changing the event name to denote Christmas.

- 3. Other recommendations from staff are to make this a community event combining with Library and QCPAC programs as well as Holiday Festival and Parade produced by the Kiwanis Club and the Boys and Girls Club.

### ii. DISCUSSION:

#### 1. General information:

- a. Q: When is the loop opening? A: Monday 8/4/08 Q: What is the parade route? A: Ellsworth loop will not be closed so the route will be on Ellsworth Rd only. Festival leaders are looking at Founder's Park or Wal-Mart parking lot for festival. Q: Who is in charge of the festival? A: The Kiwanis Club is producing the event for the benefit of the Boy's and Girl's Club. Q: wasn't Desert Mountain Park a better location? A: Kiwanis is producing that event, The Town does not plan that event.
- b. The QCPAC will be holding concerts monthly on the library grounds on the second Friday of each month. The concert for the month of December has already been planned for December 12 with a stage and PA system already in line. The QCPAC would like to stay on their date just for consistency but are willing to move if needed.
- c. Tree lighting is currently scheduled for December 5.
- d. Holiday Parade and Festival is tentatively set for December 6.

- 2. All agree that change of Town holiday event to Library is necessary.

- 3. Council Member Hildebrandt feels that Town Hall trees and building still needs to be decorated. Staff mentioned, there is not enough money in budget to light tree as in past and light the library. To light the tree at Town Hall alone cost approximately \$4500. DIRECTION: Suggestion was made to find a low cost way of decorating Town Hall tree and using

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available funds to decorate Library. Town staff can still decorate Town Hall building perimeter.

4. All agreed to seek a donation of a live or artificial tree for the new Library.
5. Suggestion was made to name Town event not just name lighting of a tree. Discussion occurred regarding the goal and intent of the event to link the name to that goal. Adam Robinson, Program Supervisor, stated the goal is to have an all-inclusive family oriented event that brings people together and builds community that kicks off the Christmas season.

### iii. FINAL RECOMMENDATIONS:

1. The committee recommends moving the event location to new Library facility.
2. The committee recommends using available funds in budget to formally decorate Library facility for the holiday event and find a low cost way of decorating the Town Hall tree.
3. The committee recommends securing a donated live tree for the library for use in future years and seek a donated/sponsored artificial tree this year.
4. The committee recommends naming the event "Queen Creek Home Town Christmas" with a second choice of Christmas in Queen Creek.

### iv. VOTE: No vote was necessary

### v. ACTION ITEMS:

1. Staff will look into inexpensive options for decorating the Town Hall tree in a festive manner. This may include red ribbon, flood lights and star.
2. Staff will receive quotes to decorate the library with remaining money.
3. Staff will research options for securing a live tree at the Library site, which may include purchasing one and receiving a donated tree from Schnepf Farms.
4. Staff will research options to have an artificial tree placed at the Library site including receiving a donation, sponsorship, and leasing.
5. Staff needs submit the recommended name of the event to Town Management and attorney to identify concerns.

## 4. ANNOUNCEMENTS:

- a. Molly Jacobs of the QCPAC announced the upcoming Chris Cagle concert August 16, 2008 at the Queen Creek Performing Arts Center.

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### 5. ADJOURNMENT:

- i. MOTION: Member David Weiss
- ii. SECOND: Member Carlos Acuna
- iii. VOTE: unanimous
- iv. 7:06 P.M. adjourn

SUMMARY PREPARED BY: Marianne Fulton, July 30, 2008

FROM NOTES BY: Marianne Fulton, July 29, 2008