

# HCCE MEETING MINUTES

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Wednesday, 10/02/2024, 6:10 pm - Upper Town Hall

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Regularly Scheduled

**Members Present:** Rachael Carter, Olga Briseno  
Kathy Camp- Burke, Kelly Bridges

**President** Linda Carter

**Liaisons Present:** Shawn Anderson, Dave Byers,  
Alex Robertson

**Vice President** Sandy McKnight

**Financial Secretary** Jack Rowe

**Secretary** Carol Parker

Minutes Review – Approved minutes from 09/04/2024

Financial Report – Proceeds from BBQ - \$40,033: Vendors - \$9,059 (Non food - \$1,784 + Food \$7,275), Beer Garden - \$17,645 (57% of profit); Alpine - \$13,329 (27% of profit).

Partial expenses from BBQ: Approved \$98 decor, \$250 Advertisement, \$64 signs.

Trunk or Treat : Approved \$166 candy and games, \$96 adds.

Liaison Reports – Shawn will look into the police checking IDs at Highland festivals, instead of volunteers. Alex Robertson requested bids be put out for vendors, he will facilitate the process. Dave Byers will request Parks provide garbage cans and clean-up for Church parking lots used during festivals and parades, if the Church is not collecting fees for usage. A diagram was submitted to Parks for Oct. 19, TOT: 8 picnic tables, 6 tables, and 12 chairs to be set up in MainSquare Park.

**Additional Topics Presented** – A Cultural Event was tentatively planned for Oct. 18, 2025, Olga suggested, reconsidering an earlier time frame, and a 2 day duration - TBA

## **Committee Reports:**

**BBQ Fall Festival in Evaluation** – Special Abilities had another great turn out. In 2025 the beer garden, vendors, and Alpine will all have the same start time at festivals. Transfer valuables over to police at the end of each night of festivals. Smoky vendors should remain clustered. Beer Garden: One price for beer (included in contracts) would save time for ticket booth. Receipts for cash were cumbersome. \$4,000 cash is required for start up on busy days. Entrance /exit should be located on the same side in order to monitor the exit effectively. Shade should be provided in the beer garden, the area was too hot for the consumers. Renting or buying tents to provide shade will be determined.

Approved - \$450 refund to 'Funnel Cakes, due to a personal emergency.

**Trunk or Treat** – Chairperson – Carol Parker

Approved - Food vendor - 'Hot Diggity Dog', 10 am -noon. Approved D.J. Danny for \$200 from 10 am – Noon. Linda secured 10-12 Key Club volunteers from Highland H.S. to assist

with games, backdrop for photo ops... An email was sent to all town departments requesting participation in TOT. Carol submitted the application to the Chamber of Commerce for distribution to businesses. 22 trunks signed up to date. Scoopy and Texas Road House are participating. Organize and retrieve materials from Fuzzyline Fri., Oct. 18. Set up starts at 8:00 am, Oct. 19.

**Santa Parade** - Chairperson – Sandy McKnight

Santa Doug & Mrs. Claus will participate in the parade. Applications will be available on the Town website. The Parade will start at Highway and Kennedy Ave. Contact DJ Danny for Christmas music and Highland Guitar Studio for singers and music. More lights are required around Santa on the stage. Approved - Sip Coffee (Rhonda Bloch) hot dogs/hot chocolate vendor, if interested in participating in Christmas event. Sandy will create flyers for Santa/Parade, Tree Lighting and NYE.

**Old Business:** Alex will follow-up on payment of 3-\$100 Honorariums from the July 4<sup>th</sup> Festival.

**New Business:** The Tree Decorating Contest application will be distributed to Businesses. Signs will be ordered and distributed once applications are all received. QR codes on signs are to be used for voting. Approved - 'Little Giants', if available for Fire Station 's 'Open House'. Approved - an appreciation celebration for Town workers, TBA. Approved D.J. Danny for \$200 at NYE Celebration. Serve hot chocolate NYE, key club to distribute (if not too late). Approved - If vendors or bands exhibit rude or offensive behavior, future applications/services will be denied. Individuals in the crowd will be referred to police for rude and offensive behavior. Sandy presented a band list for the 2025 festival and requested input. Band contracts for the 2025 festivals should be completed by the end of 2024.

**Next Meeting** - November 6, 2024 – Sandy McKnight - Acting President

**Adjournment** - 8:24 pm

Prepared by: Carol Parker

HCCE Secretary