



## PARKS & RECREATION

**To:** Mayor and Town Council

**From:** Dan Baker, Parks and Recreation Director

**Through:** Mario Canizares, Town Manager  
Robyn Battle, Executive Director

**Re:** Prosper Christmas Festival Rentals

**Town Council Meeting – May 28, 2024**

**Strategic Visioning Priority: 4. Provide Excellent Municipal Services  
2. Development of Downtown as a Destination**

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**Agenda Item:**

Consider and act upon authorizing the Town Manager to approve the proposal for the Prosper Christmas Festival Rentals between 5 Star Rental, and the Town of Prosper, Texas, related to the Prosper Christmas Festival for \$32,103.02.

**Description of Agenda Item:**

In 2023, The Parks and Recreation Department sought out a third-party vendor to provide uniform tents for the Prosper Christmas Festival. We also rented tables, chairs, and fencing from different vendors. 5 Star Rentals came in at the lowest price for tent rentals, so we chose to work with them. 5 Star Rental provided excellent service, incredible communication, and flawless execution. For the 2024 Festival, we asked vendors if they could supply all the items we listed above in one contract versus working with several different vendors.

**Budget Impact:**

The cost of the rental items will be \$32,103.02. Funds are available through the Parks & Recreation Christmas Festival Account, 100-5601-60-01

**Legal Obligations and Review:**

Terrence Welch of Brown & Hofmeister, L.L.P., has approved the attached documents as to form and legality.

**Attached Documents:**

1. 5 Star Rental Quote

**Town Staff Recommendation:**

Town Staff recommends the Town Council authorize the Town Manager to approve the proposal for the Prosper Christmas Festival Rentals between 5 Star Rental, and the Town of Prosper, Texas, related to the Prosper Christmas Festival for \$32,103.02.

**Proposed Motion:**

I move to authorize the Town Manager to approve the proposal for the Prosper Christmas Festival Rentals between 5 Star Rental, and the Town of Prosper, Texas, related to the Prosper Christmas Festival for \$32,103.02.