



**Parks & Recreation Commission Regular Meeting
Minutes**

**October 9, 2023 5:30 PM
Council Chambers
400 N. Douty St.**

CALL TO ORDER:

Chair Kelley called the meeting to order at 5:30 pm.

ROLL CALL:

Attendee Name	Title	Status	Arrived
Joseph Castaneda		Present	
Gregory Kelley		Present	
Carolyn Hudgins		Present	
Jim Castleman		Present	
Sheldon Blackwell		Present	
Judy Scott		Present	

FLAG SALUTE:

Chair Kelley led the flag salute.

PUBLIC COMMENT:

This is the time for citizens to comment on subject matters not on the agenda and that are within the jurisdiction of the Commission. This is also the public's opportunity to request an item from the Consent Calendar be pulled for discussion purposes or to comment on any item on the agenda. A maximum of three minutes is allowed for each speaker. Please begin your comments by stating your name and providing your city of residence.

None.

CONSENT CALENDAR:

Consent Calendar items are considered routine and will be enacted in one motion. There will be no separate discussion of these matters unless a request is made and then the item will be removed from the Consent Calendar to be discussed and voted upon by a separate motion.

A. Approval of the Minutes for the Meeting held August 14, 2023

Motion to Approve

RESULT: Passed (UNANIMOUS)

MOVER:	Hudgins
SECONDER:	Castaneda
AYES:	Castaneda, Castleman, Kelley, Scott, Blackwell

DIVISION UPDATES:

A. Parks Division Updates

Seasonal and Special Projects

- General operations
- Special projects
- Removal of the tree at 7th and Douty
- Mainline repairs Soccom
- Palm at Civic
- Landscape Expo

Parks and Facilities Manager Winebrenner presented the updates and answered all questions.

B. Recreation Division Updates

- Renaissance of Kings Faire – We had 38 craft vendors & 6 food/drink vendors
- Haunted House & Halloween Bash (in partnership with Sugar Mutt Cotton Candy) – will take place on October 27-29
- Longfield Center Trunk or Treat on October 30 – FREE event
- Winter Wonderland North Pole Lounge online reservations open: HanfordWinterWonderland.com
- Holiday Boutique on December 9 & 10 – Currently accepting applications for vendors (30 spaces available)

Admin Analyst Adam Ramos presented the Rec updates.

C. Director's Updates

- At the October 17th Council meeting, staff will request approval to select a professional architectural and engineering firm to design the future Heroes Park.
- An anonymous donor has gifted the City commercial Christmas and holiday decorations to be used to decorate Civic Park for the Winter Wonderland event.
- The planning and preparation for the Winter Wonderland event is in full swing. The Home Depot has donated five wooden picnic benches, the food vendors are confirmed, we are finalizing the marketing plan, and potential part-time staff are in the hiring process. Suzette Wagenmann will be the Ice Rink Manager this year.
- Our two new full-time Recreation Coordinators will start next Monday, October 16. Both coordinators bring a wealth of experience and expertise to our organization.
- At the October 3rd Council meeting, the Council tabled the adoption of field permit fees based on varying opinions.

Director Albert presented the updates. There was some discussion and all questions were addressed by Director Albert.

FUTURE AGENDA ITEMS:

Elks Lodge Flag Presentation - Castaneda

ADJOURNMENT:

Chair Kelley adjourned the meeting at 6:15 pm.