



**Parks & Recreation Commission Regular Meeting
Minutes**

**September 11, 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		Excused	
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 July 10, 2023

Motion to Approve

RESULT: PASSED

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

DIVISION UPDATES:

A. Parks Division Updates

- General operations

Special projects

- Message board and drinking
- fountain at Civic
- Volleyball net at Longfield
- Storm response - 2 weeks of callouts and clean up.

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

B. Recreation Division Updates

- Renaissance Faire October 7 & 8, 2023
- Halloween Bash and Haunted House October 27-29, 2023
- Winter Wonderland November 18, 2023-January 7, 2024
- Yoga at Longfield on Saturdays at 9:00 am
- Longfield Fitness Center Annual Revenue \$5,834

Director Albert presented the recreation division updates and addressed all questions.

C. Director's Updates

- Staffing – Team effort on recreation. Interviewed 12 candidates for the Recreation Coordinator positions
- Heroes Park – Closing Escrow on the property. Interviewed the top three design firms
- Winter Wonderland Preparation – Selection of the Ice Rink Manager, working with trade sponsors and vendors
- Active Transportation Plan – Kicking off the community engagement phase. Study session at the September 19th City Council Meeting
- Adoption of the field permit fees – 9/19/23 Council meeting
- Boys & Girls Club - Building renovations, ordering of technology and furniture
- Per Capita Grant – Final installation of park cameras at HVP and EFJ

Director Albert presented the updates and addressed all questions.

GENERAL BUSINESS:

A. Introduction to Parks Maintenance Management Software

Parks and Facilities Manager Winebrenner provided the commission with an introduction of the Parks Maintenance Management Software.

FUTURE AGENDA ITEMS:

Elks Lodge flag presentation - Castaneda

ADJOURNMENT:

Chair Kelley adjourned the meeting at 6:42 pm.