City of Oak Hill, Florida

Parks & Recreation Advisory Board

Meeting Minutes

August 6, 2026, 6:00 PM

234 U.S. 1, Oak Hill, FL 32759, US

A) **Roll Call**
Vice Chair Brittany Mason
Board Member Sarah Boyd
Board Member Rachelle Lee
All present.

B) Selection of chair
Board Member Rachelle Lee nominated Brittany Mason as Chair. Board Member Sarah Boyd asked for the stipulation that this be voted on again when there is a full board in place. Everyone agreed. Member Boyd seconded the nomination.
Brittany Mason voted as Chair.

C) Community Events

a) **Oak Hill Annual Health Fair**
Date is set for November 7, 2026. The event will be held in the Burns SciTech gymnasium. The mobile mammogram unit will be there and they are taking appointments. One Blood has confirmed two buses. There will be more information after August 12. Chair Mason asked that the Board approve the flyer and pick the time. A discussion ensued regarding accessing the City Facebook page to post information for the Parks Board.

Chair Mason went on to explain that there are two people donating money for breakfast for the event. There was a discussion about charging a fee to vendors and it was decided that it will be free to anyone who wants to vend. The decision was made by consensus to have the event from 9am – 1pm. The board will be doing raffle baskets to raise money for future city events.

b) **Pumpkin Patch and Movie in the Park**
Date is set for 10/17/26 at the Powell property . Pricing for the pumpkins is not available until September. FFA is going to purchase the pumpkins and have that part of the event as a fundraiser for FFA.

There was a discussion about showing a movie during the event. Discussion continued regarding a screen and how the movie would be shown. A decision was made to have vendors for this event. Board Member Boyd agreed to take the lead on signing up vendors for the event. Board Member Lee has a contact to see about donation of porta potties. By consensus the movie will begin at 6:30 pm. Vendors will be set up from 2 – 6pm with the option to stay thru the movie.

c) **Thanksgiving Event (Operation Turkey)**
This event still needs to be approved by the Commission. Date is November 21, 2026. The discussion was about how many families can be served, serving only Oak Hill residents and the process for dropping off donations. Rachelle will take the lead on this event.

d) **Christmas in the park (After the parade)**
The Oak Hill Community Trust does a lot after the parade at Mary Dewees Park and it was decided to collaborate with them on this event. The parade is on December 12, 2026. Permission is still needed from the Commission for this event.

D) New Business
Powell Property
The house needs some tidying up and there is mold forming due to the humidity. It is a functional location and needs some maintenance. There was a discussion about grants.

A discussion was held regarding the Light Up the Park event and a possible Christmas market. Several other event ideas were proposed including sponsorship programs to help raise funds for the Parks and Recreation Board events.

E) Board Member Comments

F) Citizen Comments

G) Adjournment

Chair Mason made the motion to adjourn, seconded by Board Member Boyd. The meeting was adjourned.

X Brittany Mason
Brittany Mason
Chair

X
Janet Shira
City Administrator