



AGENDA

PARKS AND RECREATION COMMISSION of the CITY OF HANFORD

**COUNCIL CHAMBERS
400 N. Douty St.
5:30 PM, Monday, August 8, 2016**

CALL TO ORDER

ROLL CALL

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 **five minutes** is allowed for each speaker. Please begin your comments by stating your name and providing your city of residence.*

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.

- 1. Approval of Parks and Recreation Commission Minutes of June 2016**
- 2. Approval of Parks and Recreation Commission Special Meeting of July 2016**
- 3. Parks Staff Report June and July '16**
- 4. Approval of Teen Center, Youth Services, Senior Center and Adult and Special Populations**
- 5. Adult Sports, Aquatic/Skate Park, Longfield, Facility Manage. & Special Events/Promo**

GENERAL BUSINESS

1. Facility Host Fee Increase Report

STAFF COMMUNICATION

COMMISSIONERS ITEMS OF INTEREST

ADJOURNMENT

Materials related to an item on this Agenda submitted to the Parks & Recreation Commission after distribution of the agenda packet are available to public inspection in the Parks & Recreation Office located at 321 N. Douty Street, Hanford, California 93230, during normal business hours. Such documents are also available at the city's website, www.cityofhanfordca.com subject to staff's ability to post documents before the meeting.

If you need a disability-related modification or accommodation, including auxiliary aids or services, to participate in this meeting, please contact the Parks & Recreation office, 559-585-2525, 321 N. Douty Street, Hanford, California 93230, at least 2 days prior to the meeting {28 CFR 35.102.35.104 ADA Title II}

**MINUTES
HANFORD PARKS AND RECREATION COMMISSION
REGULAR SESSION
June 13, 2016**

Parks and Recreation Commissioner WILLIS called the Regular Meeting to order in the Hanford Council Chambers, 400 N. Douty Street, Hanford, California at 5:32 p.m.

PARKS & RECREATION COMMISSION MEMBERS PRESENT

FORTE, SHOOP, STODDARD, WILLIS

PARKS & RECREATION COMMISSION MEMBERS ABSENT

SCHWARTZ

ADVISORY MEMBERS PRESENT

Parks and Recreation Director Miller

ADVISORY MEMBERS ABSENT

Parks Superintendent Dias
Council Member Ramirez

STAFF PRESENT

Recreation Supervisor daSilva, Administrative Technician Venegas

PUBLIC COMMENT

Any person may directly address the Commission at this time on any item on the agenda, or on any item that is within the subject matter jurisdiction of the Commission. A maximum of five (5) minutes are allowed for each speaker.

Commissioner WILLIS opened the floor for any public comment.

Dennis Hamm, Hanford resident and a Volunteer with the Hanford Police Department on the Citizen's on Patrol. Stated there has been an increase of vandalism at the Skate Park since school has concluded and advised everyone to report any and all vandalism.

Jack Willis, Hanford resident stated he was an appellant to the hearing before city council regarding the proposed 75 foot Verizon cell tower at Hidden Valley Park. He thanked commissioner STODDARD for his knowledge and expertise to halt the project process.

CONSENT CALENDAR

All Items listed under the Consent Calendar are considered routine and will be enacted by one motion. For discussion on any item on the Consent Calendar, it will be removed at the request of any member of the Commission or any person in the audience and made a part of the regular agenda.

1. Approved Parks and Recreation Commission Meeting Minutes of May 2016
2. Approved Updates of Teen Center, Youth Services, Senior Center and Adult and Special Populations
3. Approved Updates of Parks, Sports Field, Median, Downtown LAD's and Urban Forest
4. Approved Updates of Sports, Aquatics/Skate Park, Longfield Center, Community Garden, Facility, Events and Promotions

Motion was made by Commissioner FORTE, seconded by Commissioner WILLIS, to approve the Consent Calendar as submitted. Motion carried by the following vote:

AYES: FORTE, WILLIS, SHOOP, STODDARD
 NOES: NONE
 ABSTAIN: NONE
 ABSENT: SCHWARTZ

GENERAL BUSINESS

1. PROPOSAL FROM BEATS, RHYMES AND LIFE (BRL) to BUILD and RUN a MUSIC STUDIO AT LONGFIELD CENTER

Brenda Randall, Program Manager with Kings County Behavioral Health gave a brief review of the proposal to build and run a music studio at Longfield Center. She stated Non-Profit agency Beats, Rhymes and Life (BRL) presented this program to Kings County and extended presentation proposal to the City of Hanford Park and Recreation for space usage and reconstruction to build a music studio at the Longfield Center. This program will be geared to youths in Kings County and will allow the youth to express themselves in a positive therapeutic manner through music. She stated cost of this project/program will be fully funded by Kings County ran by Beats, Rhymes and Life (BRL) and use of facility by City of Hanford.

Commissioner unanimously agreed to approve the proposal from Beats, Rhymes and Life (BRL) to build and run a music studio at Longfield Center. Motion carried by a 4 – 0 vote.

2. BUDGET REVIEW FISCAL YEARS 2016/17 AND 2017/18

Parks and Recreation Director gave a brief review of the departments 2016/17 and 2017/18 fiscal year budget. He stated the major change in the 2016/17 and 2017/18 year budgets is the state mandated minimum wage increase. He stated in January 2017 the minimum wage is expected to increase to \$10.50 per hour; January 2018 increase \$11.00 per hour and expected to increase \$1.00 each year thereafter, until it caps at \$15.00 per hour.

* Parks Superintendent Dias arrived at the Parks and Recreation Commission meeting at 6:18 p.m.

3. MAY 2016 FINANCIAL REPORTS

Parks and Recreation Director Miller gave a brief Financial Report review of the Spring Toddler T-Ball program.

STAFF COMMUNICATIONS

Parks Superintendent Dias gave a brief update of Freedom Park reconstruction playground surface and Sports Field.

Recreation Supervisor da Silva gave a brief review of current and upcoming events.

COMMISSIONERS ITEMS OF INTEREST

There were none.

ADJOURNMENT

At 6:44 p.m., Commissioner WILLIS adjourned the Hanford Parks and Recreation Commission meeting.

Respectfully Submitted,

Betty A. Venegas
 Administrative Technician

Attachment: 2016 - 06 - MINUTES - Jun 13 (1625 : June 13, 2016 P&R Minutes)

**MINUTES
HANFORD PARKS AND RECREATION COMMISSION
SPECIAL MEETING SESSION
July 18, 2016**

Parks and Recreation Commissioner WILLIS called the Special Meeting to order in the Hanford Council Chambers, 400 N. Douty Street, Hanford, California at 4:01 p.m.

PARKS & RECREATION COMMISSION MEMBERS PRESENT

FORTE, SCHWARTZ, WILLIS

PARKS & RECREATION COMMISSION MEMBERS ABSENT

SHOOP, STODDARD

ADVISORY MEMBERS PRESENT

Parks and Recreation Director Miller
Park Superintendent Dias
Council Member Ramirez

ADVISORY MEMBERS ABSENT

None

STAFF PRESENT

Assistant City Attorney Mizote, Administrative Technician Venegas

PUBLIC COMMENT

Any person may directly address the Commission at this time on any item on the agenda, or on any item that is within the subject matter jurisdiction of the Commission. A maximum of five (5) minutes are allowed for each speaker.

Commissioner WILLIS opened the floor for any public comment. There were none.

- * Council Member Ramirez arrived at the Parks and Recreation Commission Special Meeting at 4:03 p.m.

GENERAL BUSINESS

1. DISCUSSION – GRAND JURY REPORT AND RESPONSE TO FREEDOM PARK

Parks and Recreation Director Miller gave a brief update of the Freedom Park rubber matting project stating upon hearing public outcry concerning the Hanford Parks and Recreation Department removing the rubberized matting and jack-hammering the concrete around the Freedom Park playground; Kings County Grand Jury stepped in and proceeded to investigate the impending matting replacement to be ADA Compliant. Assistant City Attorney Mizote stated the purpose of this meeting is to review the city's Response to Grand Jury and to obtain from commission a recommendation to city council and/or request to modify the Response to city council.

Motion was made by Commissioner WILLIS, seconded by Commissioner FORTE, to recommend the City Council to submit the Response as written to the Kings County Grand Jury. Motion carried by the following vote:

AYES:	WILLIS, FORTE
NOES:	SCHWARTZ
ABSTAIN:	NONE
ABSENT:	SHOOP, STODDARD

Attachment: 2016 - 07 - MINUTES - July 18 - Spcl Meeting (1626 : Jul 18 Spcl Mtg Minutes)

ADJOURNMENT

At 4:45 p.m., Commissioner WILLIS adjourned the Hanford Parks and Recreation Commission Special Meeting.

Respectfully Submitted,

Betty A. Venegas
Administrative Technician

Park Division Staff Report June and July '16

- ✓ Mow Civic / Courthouse Parks and Sports Fields weekly
- ✓ Median Island Herbicide Application, litter clean up and irrigation repair
- ✓ Perform weekly inspections of the Landscape Assessment District Landscapes
- ✓ Plunge – re-gelcoated the slide and sanded for state compliance
- ✓ Plunge – repaired backwash line for slide pool filtration
- ✓ Plunge – rerouted water line for backwash booster pump for fresh water new filtration system
- ✓ Hye Park – repaired wooden fence between resident and park
- ✓ YAC Baseball – removed shrubs and installed new bark in the parking lot
- ✓ YAC Baseball – rerouted irrigation, installed new lines around batting cages
- ✓ YAC – cleaned trash and sprayed fence lines for Pacific Southwest Regional Cal Ripken Tournament
- ✓ Medians – 12th Ave median enhancement project is completed
- ✓ Scott Street Basin – graded and installed bark around outside perimeter of new ponding basin
- ✓ Freedom Park – pour in place project has been completed and playground is open to the public
- ✓ Downtown District – planted 18 new trees in the downtown at various locations

- ✓ YAC Football – installed goal posts for upcoming football season
- ✓ YAC Baseball and Football – applied fertilizer to entire turf area
- ✓ Irrigation – made irrigation repairs in various medians and well-sites
- ✓ Staff – attended John Deere field day and training at Visalia's Plaza Park
- ✓ Centennial Park – ADA restroom improvement project is complete and was funded with CDBG grant money
- ✓ Coe and Centennial Basketball Courts – working on contract for the recoating and striping of the basketball courts
- ✓ Centennial Park – meeting with contractors on replacing decomposed granite paths with ADA compliant concrete pathways with CDBG funding
- ✓ Community Garden – currently installing new dumpster enclosure for the garden

Monthly Parks and Recreation Report

Susie Chavez, Supervisor

Divisions – 1719-Youth Services 1720-Adult & Special Populations

July 20, 2016

Teen Center/Youth Activities (Division 1719)

1. Summer 2016 for the Youth Services Division and part time staffers went well. With 2/3 of our Recreation Staff extremely new, they had their work cut out for them. It isn't easy keeping 40 campers of various ages entertained, orderly and safe. Our returning staff jumped in to help them learn the ropes. Hired in February they were able to gain some experience by coaching T-ball, working CST Jams, assisting with a Diva Nite or playing basketball with our Challenger kids. But it just isn't the same as summer camp.
2. All 21 of our Youth Services part time staff attended the June 4, 2016 Summer Leaders Workshop held here in Hanford. There were some great sessions available such as Dealing with Behaviors, Active Shooter Training and Outdoor Games.
3. Registration for Week # 1 Sizzlin' Summer Day camp held at the Hanford Teen Center was 12 regular day campers and 18 extended day campers=for a total 30 campers. The average enrollment of Sizzlin Day Camp is 27 campers.
4. Registration for Week # 1 Lacey Outdoor Day Camp which opened on Monday June 6 and ran through July 22, 2016 was: Regular Day camp sign ups = 9 Extended Day sign ups = 20 for a total of 29 campers. The first week of camp is usually lower than the rest of the weeks. The average enrollment of Lacey Day Camp is 32 campers plus 24 Junior Rec. Leaders which is based at Lacey Park.
5. For summer 2016 I incorporated the Carnegie Museum into our field trips. This turned out to be a very positive experience for the staff as well as the campers. They learned about the history of Hanford and spent time in a No Electronics Zone. The campers loved learning how to play croquet, checkers, marbles, using an old type writer, dressing up in 40's styles hats etc. and trying to find things in the museum. We will certainly visit the museum next summer.

As always, during summer camp we try to keep the campers as active as possible. They swim twice a week at the Plunge, play active games and exercise every morning. On Thursdays they participated in 30 or more minutes of Zumba exercise. Tuesdays, Thursday and Fridays are field trip days. With both camps attending swim at the Plunge and library activities our average camper/junior rec. leader traveling from their home base was 80 people and 10 staff.



6. This summer our Junior Recreation Leader program enrollment was 24 Teens/Pre-Teens. The program was led by myself and Tharreus Williams who had been a Junior Rec. Leader back in 2005. The Junior Rec. Leaders pay \$150 for 7 weeks and receive 2 t-shirts. They attend drama class weekly to help them feel comfortable in front of large and small groups, learn how to work as a team and help chaperone the campers on field trips. Many junior recreation leaders return to our department and become staff. This summer there are 3 people on staff that started out as a junior recreation leaders.

Attachment: Susie Report - Aug Meeting (1624 : Approval Teen Center, Yth, Snr)

Senior Center, Adult & Special Populations (Division 1720):

1. The Annual Senior Friendship Day sponsored by the Kings County Commission on Aging was held on Friday, June 10 at the civic auditorium. Our Zumba Boomer class which is sponsored by the KCCOA performed three numbers and did a great job. We added a few new participants to the class after their performance. Attendance for this annual event was approximately 300.
2. The Senior Water Aerobics class is slowly growing. To date we have 15 active seniors using the pool. This class is held twice a week on Tuesdays and Thursdays at 9:00 a.m. for an hour. The class began in May and will run until the end of October. This gives our seniors 6 months of exercise with less stress on their bodies.
3. Our annual Melco Dance event will soon be here. This year we will have back to back Melco Nights. On Friday, October 14 two bands will be featured: Roadhouse and Houston Ave. Band. Saturday evening, October 15 the Lee Riders will be performing. There will be a no host bar by KFUN and food available for purchase. Cost will be \$25 for both events or \$15 per event. The At the Door fee will be \$20 per person.



CITY of HANFORD
Hanford Park & Recreation Department
Commission Report / Monday, August 8th

Sports

Tournaments to take place at the Adult Softball Complex for August: N.A.S. August 20 & 21

Summer City Adult Softball League began the week of June 27th. Two new divisions have been added, Recreation & Senior 50+ Divisions.

Summer Church League began their league games the week of the 20th of June.

Aquatics & Skate Park

A gel coat to the slide has been applied.

Hanford Piranhas Swim Club has finished their season at the Plunge.

Private parties continue to take place at the Plunge.

Fun in the Sun Day took place at the Plunge with 250 that attended. Fun in the Sun Day is a free event for the community sponsored by the Hanford Rotary.

Dive In Theatre takes place at the Plunge on August 5th.

The Plunge will only be open on Saturday & Sunday beginning August 6th and only open on Saturdays in September.

- Saturday: 12pm – 4pm & 6:15pm – 8:30pm
- Sunday: 12pm – 4pm

Longfield Community Center & Community Garden

Two new employees were hired for the Longfield Center; Andrea Wilson & Beth Taylor.

Friday Night Fun took place in July with games and activities throughout the night. Pizza, chips and punch were served with gift cards as prizes throughout the night.

House of Pray continues to take place on Sundays at the Center.

Kidz Club continues to take place on Saturdays at the Center.

Facilities Management

The Hanford Civic Auditorium reservations continue to grow as we are booked every weekend in 2016 and are taking reservations for 2017. Weekday reservations continue to grow as local organizations and businesses use the Civic for their trainings and seminars.

Community Events/Promotions

August 5th – **Zootopia** (Dive In Theatre) at 7:30pm / \$1 per person / Hanford Plunge

August 12th – **Hanford 125th Birthday Bash** at 4pm – 10pm / Free / Civic Park

September 24th – **Longfield Hall of Fame** at 12pm / Free / Longfield Center

October 1st & 2nd – **38th Annual Renaissance of Kings Faire** / 10am – 5pm / Free / Civic Park

October 15th – **MELCO Dance** / TBA

October 28th – **Halloween Friday Night Fun** / 6:30pm – 8:45pm / Free / Longfield Center

November 19th – **Toys-4-Kids Softball Tournament** at 9am / \$125 per team + 1 unwrapped toy per player / Hanford Softball Complex

December 17th – **Breakfast with Santa and Toy Giveaway** at 8am – 12pm / Free / Longfield Center

December 31st – **Rockin' New Year Eve** / TBA

Respectfully Submitted by Armando M. da Silva, Recreation Supervisor

Hanford Main Street Events

Now – September 29 / **Thursday Night Farmers Market Place** / 5:30pm – 9pm

September 17th / **Blues & Roots Festival** / 5:30pm – 9pm / Free / Civic Park

October 21st / **Witches Night Out** / 6pm – 9pm / cost tba

December 2nd / **Wine & Chocolate Tasting** / 6pm – 9pm / cost tba / 25 downtown businesses kick-off the holiday season during this festival. Participants receive a Main Street Hanford wine glass and sample from the list of over 50 wines and chocolates. Many of the shops use this event as a Holiday Open House with delicious hors d'oeuvres and unique added touches like live music and photo booths.

Hanford Chamber of Commerce

July 4th / **Proud to American Firework Show** / Hanford High / Gates Open at 6pm / Bounce Houses & Games and Live Music. Food Booth Available

August 21st / **Pro Wrestling** / Civic Auditorium / \$15 general & \$25 VIP / 2pm

November 25th / **Christmas Parade** / Downtown Hanford / 6pm

Other Events

August 20th / **The Battle of the Dojo** / Civic Auditorium / 9am / proceeds to benefit St. Jude Children's Research Hospital / Steve Day at 559-309-3509

September 3rd / **Gem and Mineral Show** / Civic Auditorium / 10am – 6pm / \$3 per person & 13 and under Free / Museum quality Fossil Exhibit, custom made jewelry, and so much more.

September 24th / **36th Annual Kings County Special Olympics Chili Cook-Off** / Civic Park / 10am / proceeds to benefit Kings County Special Olympics Athletes / Dee Fricks at 559-696-1941

August 5th – **Zootopia** (Dive In Theatre) at 7:30pm / \$1 per person / Hanford Plunge

August 12th – **Hanford 125th Birthday Bash** at 4pm – 10pm / Free / Civic Park

September 7th – **KJUG Free Summer Concert** at 7pm / Free / Civic Park

September 24th – **Longfield Hall of Fame** at 12pm / Free / Longfield Center

September 27th – **KJUG Free Summer Concert** at 7pm / Free / Civic Park

October 1st & 2nd – **38th Annual Renaissance of Kings Faire** / 10am – 5pm / Free / Civic Park

October 15th – **MELCO Dance** / Classic Rock music of the 60s and 70s / \$10 per person pre-sale and \$15 at the door / Civic Auditorium / 7pm – 11pm

October 28th – **Halloween Friday Night Fun** / 6:30pm – 8:45pm / Free / Longfield Center

October 31st – **Haunted House at the Civic Auditorium** / 8pm – 10pm / Free

November 19th – **Toys-4-Kids Softball Tournament** at 9am / \$125 per team + 1 unwrapped toy per player / Hanford Softball Complex

December 17th – **Breakfast with Santa and Toy Giveaway** at 8am – 12pm / Free / Longfield Center

December 31st – **Rockin' New Year Eve** / TBA

CITY OF HANFORD
PARKS AND RECREATION DEPARTMENT

AGENDA ITEM:

Approve increase of Facility Host fees

BACKGROUND/EXPLANATION:

After review of facility expenses including salaries and minimum wage increasing by \$0.50 to \$10.50 per hour, staff recommends facility host fees to be raised to help recover staff cost. The minimum wage increase will increase the Parks and Recreation budget by approximately \$5,000 and continue to increase throughout the upcoming years. The proposed fee increases are estimated to cover the minimum wage increase.

CURRENT FEE

\$13.75 an hour / 1 – 99 party size
 \$27.50 an hour / 100 – 200 party size
 \$41.25 an hour / 201 – 300 party size
 \$55 an hour / 301 – 400 party size
 \$68.75 an hour / 401 – 500 party size
 \$100 an hour / 501 – 1,000 party size (special event)

PROPOSED FEE

\$15.63 an hour / 1 – 99 party size
 \$31.26 an hour / 100 – 200 party size
 \$46.89 an hour / 201 – 300 party size
 \$62.52 an hour / 301 – 400 party size
 \$78.15 an hour / 401 – 500 party size
 \$100 an hour / 501 – 1,000 party size

STAFF RECOMMENDATION:

Increase fees as proposed to become effective January 1, 2017

Submitted by: Armando da Silva

Title: Recreation Supervisor

Date: August 8, 2016