



AGENDA
PARKS AND RECREATION COMMISSION
of the
CITY OF HANFORD

COUNCIL CHAMBERS
400 N. Douty St.
5:30 PM, Monday, November 14, 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.

- A. Approval of Minutes of Parks and Recreation Meeting of September 12, 2016**
- B. Adult Sports, Aquatic/Skate Park, Longfield, Facility Manage. & Special Events/Promo**
- C. Parks Staff Report September and October**
- D. Approval of Teen Center, Youth Services, Senior Center and Adult and Special Populations**

GENERAL BUSINESS

1. Financial Reports - October / November 2016

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. Dooty 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. Dooty Street, Hanford, California 93230, at least 2 days prior to the meeting {28 CFR 35.102.35.104 ADA Title II}



**AGENDA
STAFF REPORT**

MEETING DATE: 11/14/2016	AGENDA SECTION: A
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SUBJECT:

Approval of Minutes of Parks and Recreation Meeting of September 12, 2016

FISCAL IMPACT:

ATTACHMENTS:

2016 - 09 - MINUTES - Sept 12

**MINUTES
HANFORD PARKS AND RECREATION COMMISSION
REGULAR SESSION
September 12, 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, SCHWARTZ, SHOOP, STODDARD, WILLIS

PARKS & RECREATION COMMISSION MEMBERS ABSENT

NONE

ADVISORY MEMBERS PRESENT

Parks and Recreation Director Miller
Parks Superintendent Dias

ADVISORY MEMBERS ABSENT

Council Member Ramirez

STAFF PRESENT

Recreation Supervisor Chavez, Recreation Supervisor da Silva, 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.

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.

- A. Approved Parks and Recreation Commission Meeting Minutes of August 8, 2016
- B. Approved Updates of Sports, Aquatics/Skate Park, Longfield Center, Community Garden, Facility, Events and Promotions
- C. Approved Updates of Parks, Sports Field, Median, Downtown LAD's and Urban Forest
- D. Approved Updates of Teen Center, Youth Services, Senior Center and Adult and Special Populations

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

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

GENERAL BUSINESS

1. DISCUSSION – CITY COUNCIL SESSION OF AUGUST 16, 2016; INDOOR RECREATION FACILITY

Parks and Recreation Director Miller gave a brief summary of City Council Study Session of August 16, 2016. He stated council discussed the probability of building an indoor recreation facility and also to relocate the Parks and Recreation office on the same site. The property is located west of the Hanford Plunge is city owned property. He stated if this project moves forward staff will create an RFP to hire an architect to create project plans which will assist in determining the size and type(s) of indoor facility.

- A) He stated per council direction staff initiated a Youth Sports Participation Survey and contacted 9 sports groups serving youths within the City of Hanford. The main focus on the survey were the total of youths enrolled within that particular youth sport group; as well as the ages of the youths. He stated these numbers are beneficial in the consideration of the sports in high demand for our youths within the community.
- B) He stated currently due to programming/staffing the city is not utilizing John F. Kennedy Junior High School facility, but the city is currently utilizing Woodrow Wilson Junior High School Gym for the Adult Indoor Sport programs.

* Recreation Supervisor da Silva arrived at the Parks and Recreation Commission Meeting at 5:50 p.m.

Parks and Recreation Director Miller stated if this project moves forward staff anticipates to be instructed to prepare an RFP to hire an architect for this project. He added any recommendations from commission will be forwarded to city council.

Commissioners disapproved of hiring an architect and unanimously agreed for staff to measure and create a draft site plan of the current location.

STAFF COMMUNICATIONS

Parks Superintendent Dias gave a brief update of Median, Downtown LAD's and Urban Forest.

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

Recreation Supervisor Chavez gave a brief review of current and upcoming programs/events.

COMMISSIONERS ITEMS OF INTEREST

There were none.

ADJOURNMENT

At 6:14 p.m., Commissioner WILLIS adjourned the Hanford Parks and Recreation Commission meeting.

Respectfully Submitted,

Betty A. Venegas
Administrative Technician

Attachment: 2016 - 09 - MINUTES - Sept 12 (1732 : Minutes - Sept 2016)



**AGENDA
STAFF REPORT**

MEETING DATE: 11/14/2016	AGENDA SECTION: B
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SUBJECT:

Adult Sports, Aquatic/Skate Park, Longfield, Facility Manage. & Special Events/Promo

FISCAL IMPACT:

ATTACHMENTS:

November 2016 Commission Report
Toy Collection Tournament 2016
Christmas Party Flyer 2016

CITY of HANFORD
Hanford Park & Recreation Department
Commission Report / Monday, November 14, 2016

Sports

TOYS – 4 KIDS Softball Tournament: To Benefit the Longfield Toy Giveaway Event

- MEN's: Saturday, November 19th begins at 9am at the Adult Softball Complex
- COED: Sunday, November 20th begins at 9am at the Adult Softball Complex

Fall Adult Softball League

- City and Church League games will finish at the week of December 5th.

Aquatics & Skate Park

Hiring for the new season will begin January 3, 2017 and will run until February 2017.

- Lifeguards
- Swim Instructors

Longfield Community Center & Community Garden

Traffic Queens Motorcycle Club Thanksgiving Dinner took place on Saturday, November 12th at 3p.m.

- Free Community Event sponsored by the Parks and Recreation Department

Breakfast with Santa and Toy Giveaway will take place on Saturday, December 17th from 8am to 12pm.

Facilities Management

The Hanford Civic Auditorium reservations continue to grow as we are booked every weekend in 2017 and are taking reservations for 2018 and filling up quick.

Community Events/Promotions

Our Department will take part in this year's Christmas Parade.

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

Attachment: November 2016 Commission Report (1730 : Adult Sports, Aquatic/Skate Park, Longfield, Facility Manage. & Special Events/Promo)

Adult Men's & Coed Softball Tournament

TOYS - 4 - KIDS

To Benefit the Longfield Center Christmas Toy Giveaway Program

\$150 PER TEAM + ONE (\$10) TOY PER PLAYER

MEN's Tournament: Saturday, November 19, 2016

COED Tournament: Sunday, November 20, 2016

City of Hanford Adult Softball Complex, 1226 Centennial Dr. Hanford, CA

Tournament Begins at 9 a.m. **If the weather permits**

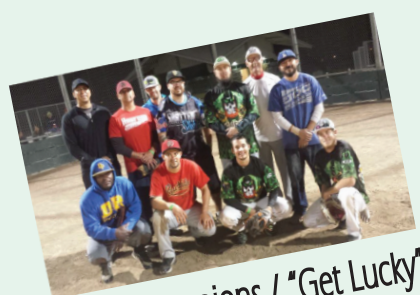
Registration Fee Includes

Umpire Fee / 1st & 2nd Place T-Shirts / Double Elimination Tournament

Registration: Registration begins October 3, 2016, Monday through Friday

8 a.m. - 5 p.m. at the Hanford Parks & Recreation Office, 321 N. Douty Street, Suite E

Roster: A minimum of 10 players and a maximum of 15 on the official roster



2015 Champions / "Get Lucky"

TOURNAMENT WILL BE OPERATED UNDER HANFORD PARKS & RECREATION SOFTBALL LEAGUE RULES. TO OBTAIN A COPY OF THE HANFORD PARKS & RECREATION RULES, PLEASE CALL THE NUMBER BELOW TO REQUEST ONE.

Home Run Derby: 1 p.m. on field 5 / \$5 per player / May use own Pitcher

Winner wins 1/2 of Home Run Derby fee

*Tournament Players ONLY!

Hanford Parks & Recreation Department

321 N. Douty Street, Suite B, Hanford, CA 93230

559.585.2525 / adasilva@cityofhanfordca.com



www.cityofhanfordca.com



LONGFIELD CENTER

Breakfast with Santa!



Saturday, December 17, 2016

8 a.m. - 12 p.m.

Children 10 years & under

FREE Breakfast (Pancakes and Sausage)

8 a.m. - 10 a.m.

Special Visit with Photo & Holiday Gift/Treats

Gifts/Treats are limited to first come, first served.

10 a.m. - 12 p.m.





**AGENDA
STAFF REPORT**

MEETING DATE: 11/14/2016

AGENDA SECTION: C

SUBJECT:

Parks Staff Report September and October

RECOMMENDATION:

BACKGROUND:

FISCAL IMPACT:

ATTACHMENTS:

Park Division Staff Report September and October '16

Park Division Staff Report September and October '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 – replaced heater thermostat for competition pool
- ✓ Freedom Park – repaired water main/backflow splash pad
- ✓ Centennial Park – installed new ADA compliant concrete sidewalk with CDBG Funding
- ✓ Courthouse – removed dead roses and graded rose beds for Garden Club replanting project
- ✓ YAC – String trimmed fence lines and applied herbicide for upcoming baseball tournaments
- ✓ YAC Baseball – adjusted and repaired irrigation
- ✓ YAC Football – irrigation repairs replaced leaking control valve
- ✓ Lacey Park – repaired damaged playground equipment due to vandalism
- ✓ Train Station – pressure washed west side arbors due to homeless setting trash cans on fire
- ✓ 10th Avenue – removed plant material and replaced dead trees, installing new shrubs from Grangeville to 198
- ✓ Community Garden – pruned trees around the garden
- ✓ Downtown District – pruning large pine trees in the downtown

- ✓ **Street Medians – removed dead plants from all street medians**
- ✓ **Civic/Courthouse – aerated and applied fertilizer to turf areas**



**AGENDA
STAFF REPORT**

MEETING DATE: 11/14/2016

AGENDA SECTION: D

SUBJECT:

Approval of Teen Center, Youth Services, Senior Center and Adult and Special Populations

FISCAL IMPACT:

ATTACHMENTS:

Chavez Nov 2016 Rpt

Monthly Parks and Recreation Report
Susie Chavez, Supervisor
Divisions -1719-Youth Services- 1720-Adult & Special
Populations
November 7, 2016



Teen Center/Youth Activities (Division 1719)

1. September and October have been incredibly busy in the Youth Services Department. In September we had a great turn out for the back to school little girls Pajama Party. There were 39 kindergarten thru 4th grade girls in attendance. They played bingo, danced and had a fun time. The next event for this age group will be our Frozen Holiday party on December 9 at the Senior/Veteran's building.
2. September 29, 2016 we began season 4 of our Fall Toddler T-ball with 4 teams. The Dodgers, Giants, Oakland A's and Padres and 56 registered ball players. An evaluation was done on the last day of the season with very good marks.
3. November 7th was the beginning of our school field trips to the Teen Center. Over 400 students and chaperones came through the Teen Center the first week of November. Kindergarten and first grade students from Kings River Hardwick and Pioneer Elementary 3rd, 4th and 5th grade students enjoyed themselves.
4. The Fall Cheerleading class begins started things off with a bang. Maximum class capacity was reached for the September and October sessions. Class was held upstairs at the Senior/Veteran's building and we had to cap the class at 40 students due to lack of space. The last session begins on November 9 and the participants will perform in the annual Hanford Christmas parade on Friday, November 25th, joined by several of our Parks & Recreation staff. The annual Christmas Parade is a good event to promote our programs.



5. On Saturday October 29 and Sunday October 30, the recreation staff and multiple volunteers, and lead by Recreation Coordinator Michelle Hinton, put on a free Haunted House and Fall Festival for the community. The Haunted House was held from 7 p.m. 10 p.m. and had 360 kids come through it to get scared. The Harvest Fest was held from 4 p.m. to 7p.m. and approximately 1,500 children and their parents participated in it. 500 bags of candy were handed out to the little Trick or Treaters.

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

1. The Food Bank scheduled for the first Wednesday at Longfield Center has grown bigger each month. There were over 200 participants in September when we started. The month of November food was given away to over 300 people. Feed America provides the food and the Kings County Commission on Aging is the host. The City of Hanford supplies the space to hold it. I have worked each event and I am amazed at how many people really need this fresh produce to help them make ends meet in today's economy.
2. Thursday October 27 was the last class for our Senior Water Aerobics at the Hanford Plunge. There were 20 active participants and 10 seniors that stayed with the class until the end. Even though the water in the pool was heated there were a few chilly mornings when the cool breeze wasn't any ones friend when they exited the pool at the end of the class.
3. The Shelly Baird Independent Living Program is back in session. This years' class students are scheduled to visit the Teen Center the first Tuesday of each month as a scheduled field trip for these special needs students.
4. On Saturday, November 5, 2016 we had 9 ladies participate in our Women's Self Defense class. The class was very informative and the women who participated gained a greater knowledge on how to protect themselves when they are out and about. Ken Po karate instructor Kurt Leal taught the class.
5. This year's Melco Dance became two back to back dances held on Friday October 14 and Saturday, October 15. The average turn out for each night was approximately 100 or more people. Roadhouse, who played Friday evening with the Houston Ave. Band, came with a very loyal fan base. The Lee Riders who played on Saturday was well received by those participants who wanted more classic rock sounds. This event was made special by KFUN /KOOL radio stations who helped announce the bands and advertised ticket sales for us. Next year I am planning a Friday night September Melco dance in addition to the annual October Melco Reunion event.. There were enough participants in attendance both nights to cover the costs of the bands and security to try to expand the program. Melco participants are our new active senior group.





**AGENDA
STAFF REPORT**

MEETING DATE: 11/14/2016	AGENDA SECTION: 1
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SUBJECT:

Financial Reports - October / November 2016

FISCAL IMPACT:

ATTACHMENTS:

Financial Report Prgms - Nov 2016 Mtg

October/November 2016 Financial Reports

Movies in the Park

Revenue: \$0 **Participants: 500**

Total Program Expense: \$1,458.00

Dive In Theatre

Revenue: \$920 **Participants: 920**

Total Program Expense: \$2,158.00

Summer Concerts in the Park

Revenue: \$0 **Participants: 1,000**

Total Program Expense: \$1,125.00

Girls Pajama Party

Revenue: \$624.00 **Participants: 39**

Total Program Expense: \$247.25

Longfield Hall of Fame

Revenue: \$0 **Participants: 100**

Total Program Expense: \$1,327.37

Senior Aerobics Class

Revenue: \$374.00 **Participants: 34**

Total Program Expense: \$180.00

38th Annual Renaissance of Kings Faire

Revenue:	\$8,480.00	Participants: 15,000
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<u>Total Program Expense:</u>	<u>\$7,993.68</u>	
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T-Ball Fall Season

Revenue:	\$2,565.00	Participants: 57
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<u>Total Program Expense:</u>	<u>\$2,260.00</u>	
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MELCO

Revenue:	\$3405.00	Participants:
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<u>Total Program Expense:</u>	<u>\$2,960.00</u>	
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Longfield Friday Night Fun

Revenue:	\$0	Participants: 75
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<u>Total Program Expense:</u>	<u>\$232.16</u>	
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Cheer Class (October)

Revenue:	\$1,370.00	Participants: 48
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<u>Total Program Expense:</u>	<u>\$0</u>	
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