



AGENDA

PARKS AND RECREATION COMMISSION of the CITY OF HANFORD

**COUNCIL CHAMBERS
400 N. Douty St.
5:30 PM, Monday, March 9, 2020**

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 **three 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 the Minutes for the meeting held January 13, 2020

GENERAL BUSINESS

- 1. Standards and Specifications for new Neighborhood Park Construction**
- 2. Arbor Day Celebration 2020**

COMMISSIONERS ITEMS OF INTEREST

A. Supervisor Chavez' Staff Report on Youth and Senior Activities

B. Sports, Longfield Center, Aquatics/Skate Park, Facilities, Community Promo/Events

C. Parks Division Staff Report January and February 2020

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}



**AGENDA
STAFF REPORT**

MEETING DATE: 3/9/2020	AGENDA SECTION: A
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SUBJECT:

Approval of the Minutes for the meeting held January 13, 2020

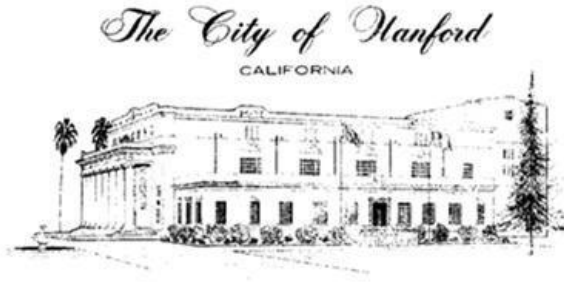
RECOMMENDATION:

Approve Minutes for the meeting held January 13, 2020

FISCAL IMPACT:

ATTACHMENTS:

JANUARY 13, 2020 MINUTES



MINUTES
PARKS AND RECREATION COMMISSION
of the
CITY OF HANFORD

COUNCIL CHAMBERS
400 N. Douty St.
5:30 PM, Monday, January 13, 2020

CALL TO ORDER

Chair Commissioner Castaneda called the meeting to order at 5:31 p.m.

ROLL CALL

Attendee Name	Title	Status	Arrived
Michael Stoddard		Present	
Matthew Milnes		Present	
Karen Clancy		Present	
Joseph Castaneda		Present	
Gregory Kelley		Absent	
Cheyne Strawn		Present	

FLAG SALUTE

Chair Commissioner Castaneda led the flag salute.

PUBLIC COMMENT

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Jack Schwartz, City of Hanford resident, expressed his concerns regarding the City of Hanford website and would like to see the website improved.

CONSENT CALENDAR

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RESULT:	APPROVED [UNANIMOUS]
MOVER:	Cheyne Strawn
SECONDER:	Matthew Milnes
AYES:	Stoddard, Milnes, Clancy, Castaneda, Strawn
ABSENT:	Kelley

A. Approval of the Minutes for the meeting held December 9, 2019

GENERAL BUSINESS

1. Elect new Chair Commissioner

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Karen Clancy
SECONDER:	Cheyne Strawn
AYES:	Stoddard, Milnes, Clancy, Castaneda, Strawn
ABSENT:	Kelley

2. Elect new Vice Chair Commissioner

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Matthew Milnes
SECONDER:	Karen Clancy
AYES:	Stoddard, Milnes, Clancy, Castaneda, Strawn
ABSENT:	Kelley

3. Elks Lodge Presentation

Jamie Solis, leading knight with the Hanford Elks Lodge #1259, presented a check from the Elks National Foundation to the City of Hanford to help fund the hygiene kit program at the Longfield Center.

4. Hanford Youth Baseball Communication

Jeremy Freitas, with the Hanford Youth Baseball League gave a presentation on the need of a future lighting project at the Bob Hill Youth Athletic Complex and there was some discussion.

5. Proposed Reduction of the Centennial Dog Park

Superintendent Dias presented a proposal to reduce the size of the dog park located at Centennial Park. There was discussion and the Commission decided to postpone the proposal and revisit this item in six months.

6. Standards and Specifications for new Neighborhood Park Construction

Motion to move this item to the next scheduled meeting.

RESULT:	TABLED [UNANIMOUS]	Next: 3/9/2020 5:30 PM
MOVER:	Cheyne Strawn	
SECONDER:	Karen Clancy	
AYES:	Stoddard, Milnes, Clancy, Castaneda, Strawn	
ABSENT:	Kelley	

COMMISSIONERS ITEMS OF INTEREST

- A. Supervisor Chavez' January update on Youth Services and Adult Programs
- B. Parks Division Staff Report December 2019
- C. Sports, Longfield Center, Aquatics/Skate Park, Facilities, Community Promo/Events

ADJOURNMENT

Chair Commissioner Castaneda adjourned the meeting at 6:28 p.m.

Respectfully submitted,

Rosamaria Contreras
Administrative Technician



AGENDA STAFF REPORT

MEETING DATE: 3/9/2020	AGENDA SECTION: 1
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SUBJECT:

Standards and Specifications for new Neighborhood Park Construction

RECOMMENDATION:

That the Parks and Recreation Commission, by motion, review and comment on the presented landscape and park construction, "standards and specifications", and make a recommendation to be presented City Council at a later date.

BACKGROUND:

During our December ninth Parks and Recreation Commission meeting, Commissioner Kelley requested that the, "Standards and Specifications", for new park construction be brought back to commission for discussion. Commissioner Kelley would like to review the current proposed requirements, with possible additions, such as picnic arbors and other site amenities.

FISCAL IMPACT:

The fiscal impact could vary, with the addition of more ammenties construction costs would increase, as well as future maintenace costs.

ATTACHMENTS:

POCKET PARK DEVELOPMENT STANDARD

POCKET/NEIGHBORHOOD PARK DEVELOPMENT STANDARD

Mini-Park or Pocket Park. A Mini-Park is typically less than two acres in size and intended to serve the needs of a specific neighborhood. Mini-parks are usually landscaped with trees and turf, with urban-style parks also including hardscape. Besides residential neighborhoods, they can also be found in downtown areas to provide places to relax or eat. Mini-parks are not required in new developments, but developers may choose to add them as an additional amenity for the neighborhood.

Neighborhood Park. This type of park is primarily for children and families in the nearby vicinity. The Neighborhood Park is usually 2 to 5 acres in size. A neighborhood park serves a half-mile radius. The typical size ratio is 1.0 acre per 1,000 population.

Location/Orientation:

- Centrally located *within* the residential/mixed-use development and/or easily accessed by residents or workers, without the use of vehicles, generally within 5 -10 minutes
- Frontage required on one, but preferred on two or more local streets
- Visible from residents/businesses *facing* or *siding*, but not *backing to*, the park
- Minimum street frontage of 300 feet
- Consideration given in residential areas to use by and interests of the young children and the elderly
- In business or commercial areas, corners or vacant lots may be desirable; unique situations involving road or railroad abandonments or rights-of-way reductions may present other opportunities

Access: By foot or bicycle; should not require parking. Must be ADA accessible

Parking: No off street parking allowed

Minimum Development Features:

- Turf and landscape plantings to promote shade over at least 25% of area* (trees to be planted to shade playground structure from afternoon sun)
- Support amenities such as benches (in shade and sun), bike racks, trash receptacles and picnic tables (benches, trash receptacle and picnic tables one (1) per acre and bike racks one (1) per eight (8) acres)
- ADA High/low drinking fountain (one per two (2) acres)
- Small playground (5 to 12 yr old) – with a minimum of five (5) activity features such as climbers, slides and/or swings.
- Walking path/trail – with main pathway concrete and secondary pathways decomposed granite
- Security lighting/Pathway lighting – with a minimum of one (1) fixture at the playground structure and a minimum of .5 foot candles at ground level throughout the walking path.

Optional Features: (approved by parks and recreation and utilities and engineering)

- Gazebos or similar shade structures (*may substitute for some plantings)
- Decorative architectural features, statues or water fountains
- Minimal signage



AGENDA STAFF REPORT

MEETING DATE: 3/9/2020	AGENDA SECTION: 2
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SUBJECT:

Arbor Day Celebration 2020

RECOMMENDATION:

That the Parks and Recreation Commission, by motion, recommend Civic/Courthouse Park as the site for the 2020 Arbor Day celebration on Thursday, April 23, 2020.

BACKGROUND:

The Parks Division has held an Arbor Day Celebration for the past twenty three (24) years, as part of the Tree City USA certification. This Arbor Day will be the City of Hanford's 25th celebration. With the Tree City USA designation, the city is eligible for various Cal Fire Grants and is nationally recognized.

Parks staff tries to find areas in need of tree reforestation for the Arbor Day Celebration; areas that have had trees removed for various reasons, such as disease, drought and improvement projects. Staff identified Civic/Courthouse Park as the park in most need of reforestation and would benefit most with Arbor Day.

FISCAL IMPACT:

The fiscal impact would be incurred by the Parks Division Special Departmental Expenses, which has been budgeted in the account for the Arbor Day event.

ATTACHMENTS:



**AGENDA
STAFF REPORT**

MEETING DATE: 3/9/2020	AGENDA SECTION: A
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SUBJECT:

Supervisor Chavez' Staff Report on Youth and Senior Activities

RECOMMENDATION:

Supervisor Chavez' Staff Report on Youth and Senior Activities

FISCAL IMPACT:

ATTACHMENTS:

Monthly Parks and Rec report March 2020 meeting

Monthly Parks and Recreation Report

Susie Chavez, Supervisor for Divisions
1719-Youth Services & 1720-Adult & Special Populations
February 26, 2020 – for Monday, March 9, 2020 meeting

Teen Center/Youth Activities (Division 1719 Youth Services)

1. Kids in the Kitchen Winter Break, at the Hanford Teen Center had 24 students registered. Generally we limit the enrollment to 20 students but opened up 4 additional spaces and filled them quickly. All of the kids had a great time and the parents were very happy with our program.
2. Our co-sponsored Tweens in the kitchen, at the Hanford Teen Center had 20 students registered – 14 showed up and participated in the 3 educational cooking mornings. This class was free and co-sponsored by the Cal Viva healthy foods program. This is the 2nd year that we offered this class. The response from the students was really positive.
3. The February 7, Holiday Dance Party for grades 4, 5, and 6th had the best attendance since we began the dances two years ago after a break. There were 224 students in attendance. We had 30 students pre-registered, which does not seem like a lot, but 95 per cent of our registration is at the door.
4. We had five birthday party rentals at the Teen Center in January and February. The Teen Center is available to rent on Saturday afternoons.



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

1. Tickets are currently on sale for the 50's Flashback Dance featuring Jeremy "Elvis" Pearce scheduled for Saturday, March 14th. We have sold 8 VIP tables so far.
2. Season 2 of the Challenger Baseball League will begin on Saturday, March 28th at 1 p.m. Last year we only had 8 players registered. This season seems promising as more of our clients and their parents have been talking with their friends about signing up this year.
3. The Tues/Thurs. morning Rec Adventure Club is slowly growing. On February 18 there were 60 clients from the Rehab and ILP. This new program has had its growing pains. Currently we have the ILP students on Tuesday mornings and now a regular rotation of clients from the Kings Rehab will be coming to use the facilities on Thursdays. Working closely with the leads/teachers from both groups has helped. They like bringing their people to Longfield Center for the activities that we have scheduled for them.





**AGENDA
STAFF REPORT**

MEETING DATE: 3/9/2020	AGENDA SECTION: B
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SUBJECT:

Sports, Longfield Center, Aquatics/Skate Park, Facilities, Community Promo/Events

FISCAL IMPACT:

ATTACHMENTS:

March 2020 Commission Report
Spring Kids Fest 2020 flyer

CITY of HANFORD, Hanford Park & Recreation Department
Commission Report / March 9, 2020

Sports

Spring Adult Softball Recreation League

We are excited to report that our spring league will consist of 40 adult teams. Games began on Monday, March 9 at the Hanford Softball Complex.

Spring Adult Softball Church League

The adult softball church league will consist of 8 teams. Games began on Monday, March 9 at the Hanford Softball Complex.

Hanford Youth Softball League

The Hanford Youth Softball League will be utilizing Hanford's Softball Complex for league play. Tryouts took place on February 15 & 16, 2020 at the Softball Complex.

Sierra Pacific High School Softball Team

The Sierra Pacific High School Softball Team will be utilizing Hanford's Softball Complex for their home field and games.

Tournaments

We currently have 33 tournaments scheduled for the 2020 year.

Aquatics & Skate Park

Lifeguards

We are currently in the hiring process for our 2020 Plunge season lifeguards.

Longfield Community Center & Community Garden

Friday Night Fun

St. Patty's F.N.F. took place on March 6 2020 from 6pm - 8pm. Staff barbecued hot dogs for everyone that attended the event with a side of chips and a drink. Games were played, prizes were won and everyone had a good time!

Longfield Center Operation Hours

Seniors: Monday – Friday from 8 a.m. – 11 a.m.

Open to the Public: Monday – Friday from 1pm – 9pm & Saturday from 1 p.m. – 5 p.m.

Community Food Bank

Community Food Bank takes place every first Wednesday of the Month from 10 a.m. – 12 p.m.

Facilities Management

Facility Rentals

We currently take reservations for the following buildings: Civic Auditorium, Veterans/Senior Center, and 3rd Floor of the Courthouse, Longfield Center and Coe Park Hall.

Community Events/Promotions

Spring Kids Fest

Spring Kids Fest will take place on Saturday, March 21. 2020 from 12 p.m. – 3 p.m. at Hidden Valley Park.

Admission: Wristbands are \$5 presale and \$8 day of the event per child

Hidden Valley Park will be a huge playground for kid's ages 2 – 12 with bounce houses, pony rides, rock wall, reptile show, trackless train rides, face painting, food & information booths and special characters.

Please see flyer.

Respectfully Submitted by Armando M. da Silva, Recreation Supervisor

SPRING KIDS FEST

GROCERYOUTLET
bargain market

Saturday, March 21, 2020
12pm - 3pm @ Hidden Valley Park

Ages
2 - 12

ADMISSION: WRISTBANDS
\$5 Presale / **\$8** Day of Event

**GAMES &
RIDES!**

**SPECIAL
PERFORMANCES!**

Bounce Houses, Pony Rides, Rock Wall,
Reptile Show, Trackless Train, Face Painting,
Food & Info Booths & Special Characters

**TONS OF
FUN!**

Purchase at the Parks & Recreation Office / 321 N. Douty St. Suite B / 559.585.2522

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PARKS
and
RECREATION

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Life
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Family Dentistry



**AGENDA
STAFF REPORT**

MEETING DATE: 3/9/2020	AGENDA SECTION: C
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SUBJECT:

Parks Division Staff Report January and February 2020

RECOMMENDATION:

BACKGROUND:

FISCAL IMPACT:

ATTACHMENTS:

Park Division Staff Report January-February '20

Park Division Staff Report January & February '20

- ✓ **Turf mowing** – Mowed Civic / Courthouse, Parks and Sports Fields weekly.
- ✓ **Median Islands** – Monthly Herbicide Application, litter clean up and irrigation repair.
- ✓ **Tree pruning** – Performed structural pruning on the 13th Ave. median street median and removed ground cover.
- ✓ **Landscape Assessment Districts** - Perform weekly inspections, made irrigation repairs for the sidewalk ADA improvements at various locations. Troubleshoot and repaired broken irrigation wiring at Portofino District (92-01).
- ✓ **Playground inspections** – perform weekly inspections, repaired damaged/vandalized playground equipment at all parks as needed.
- ✓ **The Plunge** – Replace pool grates around the competition pool. Checked and serviced pool pumps and chemical levels.
- ✓ **Centennial Park** – Repaired broken irrigation sprinklers and leaking irrigation valve, replaced non-functional irrigation valve. Added soft fall material to both playground areas.
- ✓ **Freedom Park** – Edge sidewalks bi-weekly, replace broken irrigation sprinklers, added soft fall material to the fitness playground area.
- ✓ **Civic/Courthouse Square** – Pruned roses, edged weekly and sprayed herbicide monthly. Removed dead tree near the water fountain.

- ✓ **Train station** – Picked up trash, cleaned seating arbors and made repairs due to homeless. Applied monthly herbicide, trimmed shrubs.
- ✓ **Goodwill** – Pick up trash and sprayed monthly herbicide.
- ✓ **Hidden Valley Park** – Edge sidewalks, performed irrigation repair, applied monthly herbicide, applied herbicide to the perimeter of the 18 acres adjacent to Hidden Valley Park. Planted a memorial tree by the pond.
- ✓ **Corporation Yard** – Sprayed weeds and cleaned parking lot.
- ✓ **Downtown District** – Performed structural tree pruning, trimmed shrubs on corner bubbles (planters) and all public parking lots. Applied herbicide monthly. Adjusted irrigation controllers.
- ✓ **Completed Downtown 2010 projects** – On 8th Street & Philipps St.
- ✓ **Coe Park** – Repainted restroom walls, repaired broken restroom door, and replaced deadbolt due to vandalism.
- ✓ **YAC/Rotary/Football** – Repaired and adjusted irrigation as necessary, backfilled low areas, and applied herbicide monthly.
- ✓ **Fargo Ave. Parkway** – Trimmed shrubs, and sprayed weeds.
- ✓ **3rd St.** – Picked up litter and sprayed monthly herbicide.
- ✓ **Lakewood Park** – Edge frontage bi-weekly.
- ✓ **Airport** – Applied monthly herbicide, adjusted irrigation sprinklers.
- ✓ **Harris Ball Park Complex** – applied herbicide around infield and fence line.

- ✓ **Industrial Park** – Applied monthly herbicide to landscape areas.
- ✓ **Sherwood Park & Quail Park** – Backfilled low areas around the playground, applied herbicide monthly, trimmed shrubs, removed suckers from trees.
- ✓ **Grangeville Wellsite** – Mowed weekly, edged and blow. Raked up pine needles.
- ✓ **Utilities Well Sites** – weekly mowing and edging. Monthly herbicide application.