



PARK AND RECREATION COMMISSION MEETING AGENDA

March 8, 2021
5:30 PM – Regular Meeting
COUNCIL CHAMBERS
400 N. Douty St.

AMENDED

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.*

STUDY SESSION

1. Introduction of the New Commissioners
2. Brown Act Presentation by Meagan Dodd
3. Centennial Park Playground Renovations

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 the Minutes of the meeting held on February 8, 2021

DIVISION UPDATES

1. Parks Division Updates

2. Facilities Division Updates
3. Recreation Division Update
4. Director Updates

GENERAL BUSINESS

1. Discuss Strategies on presenting the 2020 Parks and Recreation Master Plan to Council

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}



**AGENDA
STAFF REPORT**

MEETING DATE: 3/8/2021	AGENDA SECTION: 1
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SUBJECT:

Introduction of the New Commissioners

RECOMMENDATION:

Introduction of the New Commissioners

FISCAL IMPACT:

ATTACHMENTS:



AGENDA STAFF REPORT

MEETING DATE: 3/8/2021	AGENDA SECTION: 2
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SUBJECT:

Brown Act Presentation by Meagan Dodd

RECOMMENDATION:

This presentation will highlight the key elements of the Brown Act.

BACKGROUND:

Brown Act is required for all public meetings.

FISCAL IMPACT:**ATTACHMENTS:**



**AGENDA
STAFF REPORT**

MEETING DATE: 3/8/2021	AGENDA SECTION: 3
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SUBJECT:

Centennial Park Playground Renovations

RECOMMENDATION:

Discussion on the Proposed Centennial Park Playground renovations.

FISCAL IMPACT:

ATTACHMENTS:



**AGENDA
STAFF REPORT**

MEETING DATE: 3/8/2021	AGENDA SECTION: 1
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SUBJECT:

Approval of the Minutes of the meeting held on February 8, 2021

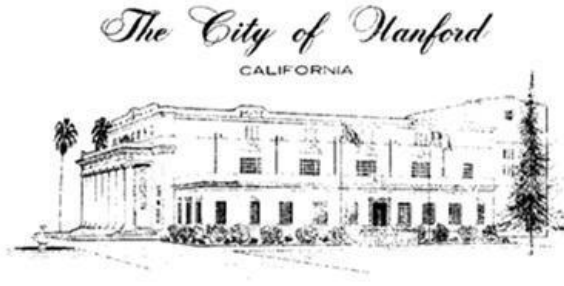
RECOMMENDATION:

Approve the Minutes of the meeting held on February 8, 2021

FISCAL IMPACT:

ATTACHMENTS:

FEBRUARY 8, 2021 MINUTES



PARKS AND RECREATION COMMISSION MINUTES

Monday, February 8, 2021
5:30 PM – Regular Meeting
CITY OF HANFORD
COUNCIL CHAMBERS
400 N. Douty St.

CALL TO ORDER

Chair Commissioner Kelley called the meeting to order at 5:30 p.m.

ROLL CALL

Attendee Name	Title	Status	Arrived
Michael Stoddard	Term Expired	Absent	
Matthew Milnes	Vacant	Absent	
Karen Clancy	Commissioner	Excused	
Joseph Castaneda	Commissioner	Present	
Gregory Kelley	Chair Commissioner	Present	
Cheyne Strawn	Vice Commissioner	Present	
Carolyn Hudgins	Commissioner	Late	

FLAG SALUTE

Flag salute was led by Chair Commissioner Kelley.

PUBLIC COMMENT

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Dennis Ham and Corey Elliot, City of Hanford residents, expressed their concerns regarding Oak Tree removal and those located at Lacey Park to develop pickleball courts.

Nathan Odom, City of Hanford resident, explained the development and need of Heritage Trees in our parks and the importance of the Oak Trees located at Lacey Park.

Bob Ramos, City of Hanford resident, expressed his concerns with information posted on the Agenda and would like to see more transparency from the City. Mr. Ramos is strongly against removing the Oak Trees located at Lacey Park.

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 the Minutes of the meeting held on January 11, 2021

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Cheyne Strawn, Vice Commissioner
SECONDER:	Joseph Castaneda, Commissioner
AYES:	Castaneda, Kelley, Strawn, Hudgins
ABSENT:	Stoddard, Milnes
EXCUSED:	Clancy

DIVISION UPDATES

1. Parks Division Update

Parks Manager Glick updated the Commission on the Parks Division.

- * Pruned trees and shrubs in various locations
- * Routine Maintenance - weekly mowing, turf edging at several locations
- * Monthly herbicide application at all Parks, Basins, Sports Complex Downtown District, and Street Medians
- * Irrigation and Street Median Repair
- * Clean up Park, Street, and Restrooms
- * Centennial Park Project Completed
- * Skate Park Bleachers installed
- * BMX Lease agreement with Framework Racing

Vice-Chair Commissioner Strawn commented on the rusted and worn water fountain at Centennial Park and requested an update on the Tree City USA application. Parks Manager Glick responded, that the water fountain issue would be analyzed and the Tree City USA application is being processed.

Commissioner Hudgins had questions in regards to the BMX agreement and requested additional information. Parks Manager responded, and there was some discussion.

Commissioner Castaneda expressed his appreciation to the Rotary for volunteering to help clean up Hanford.

2. Facilities Division Update

Building Superintendent Shaw updated the Commission on the Facilities Division

- * Longfield Center Lobby Project is near completion and the Conference room is the next step of the project.
 - * Carousel and Freddie Fire Truck are ongoing projects
 - * **New project:** Public Works parts room and office for the new Parts Manager.
 - * Completed project - Installed new doors in previous passageways
- Vice-Chair Commissioner Strawn expressed his appreciation for the carousel project.

3. Recreation Division Update

Supervisor daSilva updated the Commission on the Recreation Division

- * Enrollment continuous basis for Aerobics and Zumba classes
- * Tree Trimming of 96 trees located at Softball Complex
- * Wal-Mart donated 100 pair of Baseball Cleats which were donated to Hanford Youth Baseball League
- * Longfield Project almost completed

Future Events

- * Food Truck Takeover will begin April - October Tuesdays 11:00 a.m. - 2:00 p.m./Saturday night April - September 5:30 p.m. - 9:00 p.m.
- * Zumbathon in the park Saturday, March 13th, 9:30 a.m. - 12:30 p.m. pre-pay \$10/\$15 day of event/\$5 12 and under proceeds go toward our assistance program

4. Director Updates

Director Albert updated the Commission on the vacancy of the Parks and Recreation Commission. Fifteen candidates applied for open vacancies on all commissions and are in the interviewing process.

Pilot Program (Parks Resource Officer) will be patrolling and monitoring parks and they would be located at Coe Park Hall. Commissioner Castaneda questioned the funding Albert responded that Hanford Police Department would be funding the first six months.

Commissioner Strawn inquired regarding the fencing installed between softball and tennis courts located at Sierra Pacific Recreation Supervisor daSilva responded, that fencing was installed due to safety reasons.

GENERAL BUSINESS

1. Heritage Tree Permit Approval for Removal

Director Albert presented Commission with a Heritage Tree Permit request for removal. The permit was requested by Mr. Garcia who resides at 300 W. Grangeville Blvd. The request was made due to the oak tree roots which are breaking the sewer line and have been an issue for several years. The oak tree is located on the east of the residence and in the back yard. There were some discussions and the request was approved.

- * Per Municipal Code Title 12 Chapter 12.12.210 (Pruning or removal of heritage or street tree-Permit Required)

- * It is unlawful for any person to prune or remove any heritage tree without a permit.
- * The director shall issue a permit to prune or remove a street or heritage tree only if one of the following is met:
 - * C-5: The tree has or may cause damage to utilities, including without limitation water, sewer, communication lines, or power lines, that results or could result in a hazardous condition or imminently hazardous condition and which cannot be resolved by other reasonable means.
 - * Except as otherwise provided in this chapter, the director will consult with the commission on application to remove street trees and applications to remove heritage trees.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Joseph Castaneda, Commissioner
SECONDER:	Carolyn Hudgins, Commissioner
AYES:	Castaneda, Kelley, Strawn, Hudgins
ABSENT:	Stoddard, Milnes
EXCUSED:	Clancy

2. Review of Ordinance 20-15: Regulating City Parks and other City Properties

Director Albert Presented the Commission with Ordinance 20-15 (Section 12.20 to Title 12 Rules for City Parks and City Properties).
Rules for City Parks and City Properties

Ordinance Action

- 12.20.030 Prohibits camping in city parks, recreational are and other facilities and fenced-in dog parks. Contains exemption for permitted city activities and other un-citable reasons.
- 12.20.010 Storage of personal belongings is not permitted on City property. Bulky items in excess of what can be put in a 60-gallon storage container are also not permitted.
- 12.20.050 Tents and other temporary structures are not allowed.
- 12.20.060 Fires are prohibited except in a city-installed amenity made to contain a fire.
- 12.20.070 Littering, personal waste, and dumping are prohibited.
- 12.20.080 Protects the park by not allowing people to alter the environment and landscaping.
- 12.20.090 Animals must be on a leash.

There were questions from Commissioners Castaneda and Vice Commissioner Strawn that were addressed by Director Albert.

3. Proposed Mural at the Skate Park

Director Albert presented Commissioners with a Proposed Mural at the Skate Park presentation a possible solution to an ongoing issue with graffiti.

Rendering #1 was not chosen

Rendering #2 Consensus by all Commissioners

Chair Commissioner Kelley had a concern regarding the surfacing being a safety issue for skaters.

RESULT:	CONSENSUS
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4. Landscape Assessment District (LAD) Strategy

Director Albert presented Commissioners with a Landscape Assessment District Strategy

- * 39 individual Landscape Assessment Districts (LADs)
- * Organized into four quadrants
- * Five levels of service

Current LADs

- * Pinecastle
- * Mansionette
- * Gateway
- * The Vineyards Park
- * Sherwood Park
- * Independence Park

Levels of Service

- A - One-week interval
- B - One-week interval (March - October) Two-week interval (November-February)
- C - Two-week interval
- D - Two-week interval (March - October) Once a month (November-February)
- E - Once a month

Currently, we have a total of 39 LADs and 23 LADs have Consumer Price Index (CPI) escalator. 16 LADs do not have Consumer Price Index (CPI) escalator; 6 LADs are operating at a combined deficit of \$9,703, five of the six are at level E of service. The goal is to ensure the future financial stability of the Landscape Assessment Districts. Willdan Financial Services has agreed to help meet this goal.

5. Civic Park Playground Location and Site improvements

Director Albert informed the Commission on the Civic Park Playground Site Improvements. He presented the Commission with three alternate sites for the Civic Park Playground.

Alternate Site #1 - NE Corner of Civic Park

Alternate Site #2 - Earl F. Johnson

Alternate Site #3 - Centennial Park (chosen site)

Key features:

- * Universally Assessable (Rubberized flooring)
- * Age Appropriate play areas
- * Themed
- * Different
- * Park Planet as the vendor

Commissioner Castaneda and Vice-Chair Commissioner Strawn had some questions that were addressed by Director Albert.

6. Prop 68 Conceptual Drawing of Proposed Park

Director Albert Presented Proposition 68 Proposed New Park Concept Drawing to the Parks and Recreation Commission.

Phase 1

- * Destination Playground
- * Three Large Arbors
- * Parking lot (190 spaces)
- * Jogging/Walking Path
- * Restroom
- * Community Building
- * Amphitheater
- * Two Tennis Courts
- * Community Garden
- * Basketball Courts
- * Outdoor Fitness Area

Phase 2

- * Pickleball Complex (16 courts with lighting)
- * Artificial Turf FIFA Soccer Field (with lighting)

Phase 3

- * Two additional Soccer Fields
- * Skate Park
- * Restroom
- * NW Parking Lot (115 spaces) (Total of 305 parking spaces)

Proposed New Park Naming Discussion

- * Based on Council's recommendation. A multi-faceted campaign has been launched to poll the community for ideas on naming the Park.
- * The campaign will include social media, email, website, voice mail, and print.
- * Results of the naming campaign will be brought to the Council on March 2nd.
- * The Commission can also recommend a name.

Next Steps

- * Finish grant narrative
- * Environmental Design
- * Project timeline and applicant capacity
- * Grant scope and cost estimates
- * CEQA
- * Authorizing Resolution
- * Grant Application deadline: March 12, 2021

Commissioners Strawn, Castaneda, Hudgins, and Kelley all had questions that were addressed by Director Albert.

COMMISSIONERS' ITEMS OF INTEREST

Commissioner Castaneda thanked those who spoke on behalf of the Oak Tree Permit for removal.

Chair Commissioner Strawn requested an update on the proposed pickleball courts at Lacey Park at which time Director Albert responded, RFP is pending.

Chair Commissioner Kelley and Strawn asked if the location of the proposed pickleball courts could be relocated? Director Albert responded, may be possible. Chair Commissioner Kelley recommended that for every tree removed it should be replaced.

Chair Commissioner Kelley requested an update on the Flag pole project for the Scouts and Director Albert stated that the Scouts have not contacted him since it was discussed.

ADJOURNMENT

Chair Commissioner Kelley adjourned the meeting at 8:05 p.m.

Respectfully submitted,

Rosamaria Contreras
Administrative Technician



**AGENDA
STAFF REPORT**

MEETING DATE: 3/8/2021

AGENDA SECTION: 1

SUBJECT:

Parks Division Updates

RECOMMENDATION:

Parks Division Updates

FISCAL IMPACT:

ATTACHMENTS:



**AGENDA
STAFF REPORT**

MEETING DATE: 3/8/2021

AGENDA SECTION: 2

SUBJECT:

Facilities Division Updates

RECOMMENDATION:

Facilities Division Updates

FISCAL IMPACT:

ATTACHMENTS:



**AGENDA
STAFF REPORT**

MEETING DATE: 3/8/2021

AGENDA SECTION: 3

SUBJECT:

Recreation Division Update

RECOMMENDATION:

Recreation Division Update

FISCAL IMPACT:

Insert Fiscal Impact Here or Erase Completely

ATTACHMENTS:



**AGENDA
STAFF REPORT**

MEETING DATE: 3/8/2021

AGENDA SECTION: 4

SUBJECT:
Director Updates

RECOMMENDATION:
Director Updates

FISCAL IMPACT:

ATTACHMENTS:



AGENDA STAFF REPORT

MEETING DATE: 3/8/2021	AGENDA SECTION: 1
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SUBJECT:

Discuss Strategies on presenting The 2020 Parks and Recreation Master Plan to Council

RECOMMENDATION:

Discuss Strategies on presenting The 2020 Parks and Recreation Master Plan to Council

FISCAL IMPACT:**ATTACHMENTS:**