



PARK AND RECREATION COMMISSION MEETING AGENDA

5:30 PM, Monday, April 12, 2021
5:30 PM – Regular Meeting
COUNCIL CHAMBERS
400 N. Douty St.

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.

1. Approval of the Minutes of the meeting held March 8, 2021

DIVISION UPDATES

1. Director Updates and Introduction of the Parks Resource Officer
2. Parks Division Updates
3. Facilities Division Updates
4. Recreation Division Updates

GENERAL BUSINESS

1. Ad-Hoc Committee Update
2. Commission for Accreditation of Park and Recreation Agencies (CAPRA) Accreditation Process

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: 4/12/2021

AGENDA SECTION: 1

SUBJECT:

Approval of the Minutes of the meeting held March 8, 2021

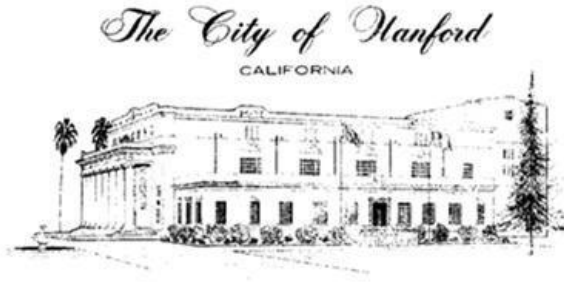
RECOMMENDATION:

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

FISCAL IMPACT:

ATTACHMENTS:

MARCH 8, 2021 MINUTES



PARK AND RECREATION COMMISSION MEETING MINUTES

March 8, 2021
5:30 PM – Regular Meeting
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		Excused	
Matthew Milnes		Excused	
Karen Clancy		Present	
Joseph Castaneda		Present	
Gregory Kelley		Present	
Cheyne Strawn		Present	
Carolyn Hudgins		Excused	
Jim Castleman		Present	
Russel L. Hilyard		Present	

FLAG SALUTE

Flag Salute was led by Chair Commissioner Kelley.

PUBLIC COMMENT

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No Public Comment.

STUDY SESSION

1. Introduction of the New Commissioners

Direct Albert Introduced the New Commissioners Jim Castleman and Russel Hilyard.

2. Brown Act Presentation by Meagan Dodd

* What is the Brown Act?

1. A set of laws that require the governing body of local public agencies to be conducted in public, except for a few exceptions.

a. Private discussions among a majority of a legislative body are prohibited.

2. A governing body can be a Board of Directors, City Council, or trustees.

3. A public agency can be a city, county, school district, or even a private organization.

* Goal of the Brown Act

1. Protect the public's right to participate in local decision-making.

2. Permit the governing body to privately make decisions involving confidential information.

3. Enable the press and public to fully understand and communicate public agency decision-making.

* Who is covered by the Brown Act?

The Legislative body of a local public agency

* What does the Brown Act Require?

1. Agendas

2. Notice

3. Public Participation

* The agenda must be posted

Meetings & Agendas must be written, posted in a location accessible to the public 24 hours a day, & made available for public review; copies sent to parties requesting.

Regular Meeting - Post agenda 72 hours before the meeting

Special Meeting - Post agenda 24 hours prior; at the call of president or majority of the board

Emergency Meeting - Means emergency. These are limited to rare circumstances where prompt action is necessary.

* Contents of the agenda

The agenda must state:

1. The meeting time and place; and

2. "A brief general description of each item of business to be transacted or discussed at the meeting, including items to be discussed in closed session."

The Brown Act does not say where the agenda must be posted, only that it must be in a location "freely accessible to the members of the public."

* Contents of the agenda

Action only on Agendized items

1. Description of agenda items-strike balance between the general & the specific

2. If in doubt, add more detail-precludes claim description insufficiently
3. Too much detail might support the claim that action is taken not within the scope of description; e.g., too much detail could narrow the scope of action always include the phrase “discussion/action” or other language to make clear that items on which action expected will have action taken; as opposed to “discussion” only.

*** Public Participation**

Public Comment

1. There must be an opportunity for public comment on items or matters within the agency’s jurisdiction, but that is not on the agenda for that meeting.
2. Public comment may be made subject to reasonable regulations (length, decorum, undue repetition, etc.)
3. A meeting is a limited public forum for First Amendment purposes; speech may be subjected to reasonable time, place, and manner restrictions (e.g., length of comments, limitation of subject matter to entity’s jurisdiction, etc.)

*** Prohibited Meetings (Secret Meetings)**

1. Private discussions among a majority of a legislative body are prohibited
2. This can occur in two main ways:
 - a. Hub and spoke; or
 - b. Daisy chain

*** Social Media and the Brown Act**

1. Before AB 992, public officials across the state received mixed messages and conflicting guidance from their various counsels on what could be posted, “liked,” or shared on Facebook and other social media websites.
2. AB 992 amends Government Code section 54952.2 and clarifies that a public official may communicate on social media platforms to answer questions, provide information to the public, or to solicit information from the public regarding a matter within the legislative body’s subject matter jurisdiction.
3. Those communications are only allowed if members of the same legislative body do not use a social media platform to discuss official business amount themselves. “Discuss among themselves” means making posts, commenting, and even using digital icons that express reactions to communications (i.e., emojis) made by other members of the legislative body.

*** How Does AB 992 Differ from In-Person Brown Act Rules?**

1. AB 992 is stricter about social media contacts between public officials than in-person contacts.
2. For example, under the Brown Act, two public officials of the same agency could talk face-to-face about a public agency matter without running afoul of the law. However, AB 992 prohibits a member of the legislative body from responding “directly to any communication on an Internet-based social media platform” regarding an agency matter if the communication is “made, posted, or shared by any other member of the legislative body.”

*** What Social Media Platforms does AB 992 Apply to?**

1. AB 992 applies to Internet-based social media platforms that are open and accessible to the public.

2. "Open and accessible to the public" means that members of the general public can access and participate, free of charge, in the social media platform without the approval by the social media platform or a person or entity other than the social media platform, including any forum and chatroom, and cannot be blocked from so, except when the Internet-based social media platform determines that an individual violated its protocols or rules.

3. Practically, those platforms include but are not limited to, Snapchat, Instagram, Facebook, Twitter, blogs, TikTok, and Reddit.

4. That means AB 992 could affect social media commenting, retweeting, liking, disliking, responding with positive or negative emojis, and/or screenshotting and reposting.

*** What About Engagement on Public Agency's own Social Media Platform?**

1. AB 992 does not prohibit a public official from commenting, sharing, or liking a social media post that was posted by the official's public agency.

2. For example, if a public official wants to share his or her agency's post about water conservation, the official could still do that.

3. An issue may arise, however, if one council member shares his or her agency's post on water conservation, and another council member gives it a thumbs up. That would likely be a prohibited direct communication on social media.

*** Does AB 992 Prohibit Discussions on Social Media about Personal Matters?**

1. No. Neither the Brown Act nor the new provisions in AB 992 prohibit discussions regarding private matters.

2. For example, there is no issue with one director giving a thumbs up to another director's family photo or a majority of directors congratulating another director for finishing a marathon.

3. The Brown Act only applies to public agency business.

*** Violation Enforcement (Violations)**

1. Demand for cure required within 30 days if in open session but the violation of agenda requirements; 90 days all other situations

2. 30 days opportunity to cure the alleged defect

3. Lawsuit within 15 days of (i) receipt of decision to cure or refusal to cure; or (ii) end of a 30-day cure period

*** Violation Enforcement**

1. Cure is a do-over in most situations.

2. If taken to court, attorney fees are the major penalty, along with public scorn.

3. If willful violations are found, criminal action could result.

Commissioners asked Meagan questions and there was some discussion.

3. Centennial Park Playground Renovations

Director Albert Presented Centennial Park Playground Renovations Project

Option #1 Site Plan Renderings: Covered percussion play structure with 2 pairs of swings

Option #2 Site Plan Renderings: Play structure with dome netting play climber

Option #3 Site Plan Renderings: Farm/Ag Theme play structure with 2 pairs of swings and diamond netting play climber

There was some discussion and questions that were addressed by Director Albert.

Motion was made by Commissioner Strawn to select **Option #3** Rendering however, amend the diamond netting play climber in option #3 to the Option #2 dome netting play climber and one pair of swings rather than two pair of swings with Agriculture related toppers.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Cheyne Strawn
SECONDER:	Karen Clancy
AYES:	Clancy, Castaneda, Kelley, Strawn, Castleman, Hilyard
EXCUSED:	Stoddard, Milnes, Hudgins

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

RESULT:	APPROVED [3 TO 0]
MOVER:	Cheyne Strawn
SECONDER:	Joseph Castaneda
AYES:	Castaneda, Kelley, Strawn, Castleman, Hilyard
EXCUSED:	Stoddard, Milnes, Hudgins
AWAY:	Clancy

DIVISION UPDATES

1. Parks Division Updates

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
- * Weekly inspection of all playground structures.
- * Centennial Park Arbor Installed
- * Hidden Valley Park Project Completed
- * Coe Park Drinking Fountain replaced
- * Irrigation Repairs

- * Sidewalk Project at Lakewood Playground

Future Projects

- * Arbor Day Celebration - April 9th @ 11:00 a.m. Civic Park
- * Directional Park Signage for Earl F. Johnson Park

2. Facilities Division Updates

LONGFIELD CENTER

- * Drinking fountain has been installed
- * Meeting room has been designed and all furniture is on order
- * CDBG funds have been released and bids on the paint and flooring are being submitted.

CAROUSEL

All parts have passed all safety inspections and installation will begin in two weeks. Six horses are still being worked on.

FREDDIE THE FIRE TRUCK

Freddie has a new front axle; steering connections are being worked on and the rear axle is waiting to be installed.

PROJECT FOR THE PARTS ROOM/OFFICE AT PUBLIC WORKS

Building an office for the Parts Manager in the Parts room. The planning of the office is complete the framing has begun and the electrical has been re-routed.

NEW PARKS & COMMUNITY SERVICES OFFICES PLANNING

- * Proposed plans drawn
- * Walk through with potential Contractor

3. Recreation Division Update

Supervisor daSilva updated the Commission on the Recreation Division

Softball Complex Tournaments

Begins with National Softball Association (NSA) on March 6th & 7th.

March 13th & 14th: King of Kings (Baseball)

March 20th & 21st: National Softball Association

March 27th & 28th: National Softball Association

ZUMBathon at Civic Park

Saturday, March 13th

9:30 a.m. - 12:30 p.m.

\$10/advance, \$15/day of event & \$5/ 12 and under (Register online or at our Office)

Proceeds will go towards Assistant Program

FUTURE

Adult Softball Spring League

Spring MEN'S and CO-ED Recreational Softball will begin Monday, March 22, 2021
 10-week season
 \$420 per team

Food Truck Takeover

Tuesday's: 11-2 p.m. (April thru September)
 1st Saturday of the month 5:30 p.m.-9 p.m. (April thru September)

Park Shelters & Facility Rentals

Reservation for City Park Shelters began today for dates beginning March 15th.
 Facility Rentals will continue April with reservations at 20% capacity.
 Outdoor Special Events will be allowed with following current guidelines.

4. Director Updates

Director Albert informed the Parks & Recreation Commission that Rosamaria Contreras was elected as the Employee of the Year.

GENERAL BUSINESS

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

Director Albert discussed possible strategies for presenting the 2020 Parks and Recreation Master Plan to Council.

- * City Council's Revised Goal Statement
- * Opportunity
- * Purpose and Goal

Master Plan Contents

Chapter One: Executive Summary
 Chapter Two: Economic Impact of Parks and Recreation
 Chapter Three: Community profile
 Chapter Four: Community needs assessment
 Chapter Five: Program and service assessment
 Chapter Six: Facility assessment and service levels
 Chapter Seven: 10-year Capital Improvement funding
 Chapter Eight: Capital Improvement Funding
 Chapter Nine: Parks maintenance assessment
 Chapter Ten: Strategic implementation
 Chapter Eleven: Conclusion

There was some discussion and an Ad-Hoc Committee was developed to include three Commissioners.

Ad-Hoc Committee Members: Chair Commissioner Kelley, Vice-Chair Commissioner Strawn, and Commissioner Castaneda

RESULT:	CONSENSUS
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COMMISSIONERS' ITEMS OF INTERESTADJOURNMENT

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

Respectfully submitted,

Rosamaria Contreras
Administrative Technician



**AGENDA
STAFF REPORT**

MEETING DATE: 4/12/2021

AGENDA SECTION: 1

SUBJECT:

Director Updates and Introduction of the Parks Resource Officer

RECOMMENDATION:

Director Updates and Introduction of the Parks Resource Officer

FISCAL IMPACT:

ATTACHMENTS:



**AGENDA
STAFF REPORT**

MEETING DATE: 4/12/2021

AGENDA SECTION: 2

SUBJECT:

Parks Division Updates

RECOMMENDATION:

Parks Division Updates

FISCAL IMPACT:

ATTACHMENTS:



**AGENDA
STAFF REPORT**

MEETING DATE: 4/12/2021

AGENDA SECTION: 3

SUBJECT:

Facilities Division Updates

RECOMMENDATION:

Facilities Division Updates

FISCAL IMPACT:

ATTACHMENTS:



**AGENDA
STAFF REPORT**

MEETING DATE: 4/12/2021

AGENDA SECTION: 4

SUBJECT:

Recreation Division Updates

RECOMMENDATION:

Recreation Division Updates

FISCAL IMPACT:

ATTACHMENTS:



**AGENDA
STAFF REPORT**

MEETING DATE: 4/12/2021

AGENDA SECTION: 1

SUBJECT:

Ad-Hoc Committee Update

RECOMMENDATION:

Ad-Hoc Committee Update

FISCAL IMPACT:

ATTACHMENTS:



**AGENDA
STAFF REPORT**

MEETING DATE: 4/12/2021	AGENDA SECTION: 2
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SUBJECT:

Commission for Accreditation of Park and Recreation Agencies (CAPRA) Accreditation Process

RECOMMENDATION:

Commission for Accreditation of Park and Recreation Agencies (CAPRA) Accreditation Process

FISCAL IMPACT:

ATTACHMENTS: