

PARK AND RECREATION COMMISSION MEETING AGENDA

5:30 PM, Monday, April 11, 2022
COUNCIL CHAMBERS
400 N. Douty St

CALL TO ORDER

ROLL CALL

FLAG SALUTE

SPECIAL RECOGNITION TO CARVALHO CONSTRUCTION FOR THEIR WINTER WONDERLAND SPONSORSHIP

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 on February 14, 2022
- B. Approval of the Minutes for the Special Meeting held on March 5, 2022

DIVISION UPDATES

- A. Park Resource Officer Updates
- B. Parks Division Updates
- C. Facilities Division Updates
- D. Recreation Division Updates

E. Director Updates

GENERAL BUSINESS

A. Civic Park Improvements and Renovation Project

FUTURE AGENDA ITEMS

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: 4/11/2022	AGENDA SECTION: B
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SUBJECT:

Approval of the Minutes for the Meeting held on February 14, 2022

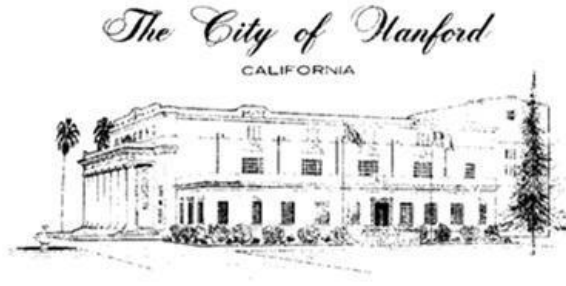
RECOMMENDATION:

Approve the Minutes for the Meeting held on February 14, 2022

FISCAL IMPACT:

ATTACHMENTS:

FEBRUARY 14, 2022 MINUTES



PARK AND RECREATION COMMISSION MEETING MINUTES

5:30 PM, Monday, February 14, 2022
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
Joseph Castaneda		Present	
Gregory Kelley		Present	
Cheyne Strawn		Excused	
Carolyn Hudgins		Present	
Jim Castleman		Present	

FLAG SALUTE

Chair Commissioner Kelley led the 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.*

Reflect no-one was present for public comment.

SPECIAL RECOGNITION TO CARVALHO CONSTRUCTION FOR THEIR WINTER WONDERLAND SPONSORSHIP

This item was tabled for a future Parks and Recreation Commission Meeting.

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 on January 10, 2022

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Jim Castleman
SECONDER:	Joseph Castaneda
AYES:	Castaneda, Kelley, Hudgins, Castleman
EXCUSED:	Strawn

DIVISION UPDATES

A. Parks Division Updates

Parks and Facilities Manager Winebrenner gave the Commission an update on Parks Division.

- * Ongoing Regular Activities: Landscaping, Tree Work Custodial
- * Special Projects: Median Islands, Coe Post and Cable Project, Civic Restoration, Soc-Com Transition-Irrigation pumps and repairs, Gopher Abatement, Fence Repairs, Fitness Court at Hidden Valley Park.

There was some discussion.

B. Recreation Division Updates

Recreation Supervisor Da Silva gave Commissioners Recreation Division update

- * Zumba (Net Revenue \$476.00) & Aerobics (Net Revenue \$320.00) classes are ongoing
- * Hiring for Lifeguards, Pool Manager, and Swim Instructors
- * Rentals Revenue \$4,184.36

UPCOMING

- * Zumbathon for March is Mardi Gras Shenanigans on Friday, March 18th, 6-9 pm \$10 Advance/\$15 Day of/\$5 12yrs and younger
- * Longfield Fitness Center opened (16 Members)
- * Egg Hunt Civic Park Enrollment opens March 1st Event is Friday, April 18th \$3 Advance/\$5 Day of Session by hour/age
- * Daddy Daughter Date Night Civic Auditorium Enrollment opens March 1st - Event is Saturday, April 23rd \$50 couple/ \$20 each additional participant Theme: "Tailgate Party"
- * Spring Camp Enrollment opens March 1st Camp is April 11th thru 15th \$100.00 per child ages 5-12 years 7:30 am-5:30 pm

C. Facilities Division Updates

Superintendent Shaw updated the Commissioners on the Facilities Division.

- * Longfield Game Room floor complete and ready to move the game table into the room.
- * Flooring in Fitness Room is complete, and Grand Opening was great.

- * Longfield Lobby Floor is complete.
- * The Restoration of the Carousel Horses will be completed soon for Thursday Night Market.
- * Courthouse bathroom repair work has been completed.
- * Police Department repair work completed.
- * Civic Auditorium Roof Replacement Project begins in April; Civic Auditorium Air Conditioner and Mechanical replacement/Electrical and Plumbing/Sewer Main projects are currently going out for bidding.
- * Fitness Court exercise pad at Hidden Valley Park begins next month
- * Veterans Building exterior painting project is completed.
- * Veterans Building roof replacement is going out for bidding after July 1st.

D. Director Updates

Director Albert updated the Commission

- * Planning for Summer Camp with Hanford Elementary School District
- * Update on Heroes Park
- * Grant application update

GENERAL BUSINESS

A. Winter Wonderland Debriefing

Director Albert gave the Commissioners a debriefing of the Winter Wonderland Event Marketing

- * Radio-based marketing: six stations
- * Total Net Reach of 517,000 individuals over the eight-week course
- * Facebook media reached 236,000

Heat Map shows most guests came from Lemoore and Visalia
Community Support

- * 49 Business sponsors
- * \$72,812 sponsorship revenue
- * \$38,470 value for traded goods and services

Event Data

- * Days of operation: fifty-eight with five days of closure due to rain
- * Number of ice-skating visits: 13,255
- * Average number of skaters per session: 74

Financial Report

Expenses: \$351,706 Revenue: \$311,619

Cost Recovery: 89%

Director Albert addressed questions from Commissioners.

B. Water Conservation Initiative Presentation

Parks and Facilities Manager Winebrenner presented the Commission with a Presentation on Water Conservation Initiative

- * Philosophy/Mindset Shift
- * Overview

- * Central Valley Water Demand

Xeriscape vs. Dryscape vs. Hardscape

- * Xeriscape: Permeable with drought-resistant plants \$15-30 per square ft.
- * Hardscape: Non-permeable, cement, stone-\$10-30 per square ft.
- * Dryscape: Permeable but no plant material-\$10-20 per square ft.
- * Nativescape: Native plants \$10-20 per square ft.

Water Demand for Turf vs. Xeriscape

Grass:

Water Use: 062 gallons square ft. per week

Total Demand-175 acres -175 acres=7.623 million gallons

Total water consumed in 2021: 87.2 million gallons

Xeriscape:

Water Use: .37 gallons per square ft.

Possible Demand-23 acres-Potential savings-22%/18.9 million gallons

Enough water supply-170 households for a year

Lacey Possible Reduction Areas

Desired Outcomes

- * Water Conservation
- * Leading by example
- * Material/Equipment Savings
- * Added Value through redirected staff time

Steps Moving Forward

- * Minor Improvements
- * Moderate Improvements
- * Larger Scale Projects

Parks and Facilities Manager Winebrenner addressed questions from Commissioners.

C. Review Civic Park Improvements Renovations

Director Albert gave the Commissioners an overview of the Proposed Renovations and Improvements of the Civic Park.

Recommendation:

Cancel next month's regularly scheduled Parks and Recreation Commission Meeting for March 14, 2022. Schedule a Special Meeting of the Parks and Recreation Commission "Community Base Planning for Proposed Civic Park Improvements and Renovation Project" for March 5, 2022, at 6 p.m. at the Courthouse Square area.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Gregory Kelley
SECONDER:	Jim Castleman
AYES:	Castaneda, Kelley, Hudgins, Castleman
EXCUSED:	Strawn

D. Review Street Tree Permit Request to Prune Heritage Oak Tree located at 505 W. Grangeville Blvd.

Parks and Facilities Manager Winebrenner presented a street tree application requesting approval from Parks and Recreation Commission to prune heritage tree at 505 W. Grangeville Blvd.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Joseph Castaneda
SECONDER:	Jim Castleman
AYES:	Castaneda, Kelley, Hudgins, Castleman
EXCUSED:	Strawn

E. Review Street Tree Permit Request for Removal of three trees located at 470 Greenfield Ave.

Parks and Facilities Manager Winebrenner presented a street tree application requesting approval from Parks and Recreation Commission to prune one heritage tree and remove three Heritage Oaks and several other non-oak trees (no action needed) at 470 Greenfield Ave. Remediation of removed trees at two new for every one removed and placed in city parks nearby if approved.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Joseph Castaneda
SECONDER:	Carolyn Hudgins
AYES:	Castaneda, Kelley, Hudgins, Castleman
EXCUSED:	Strawn

FUTURE AGENDA ITEMS

None

ADJOURNMENT

Chair Commissioner Kelley adjourned the meeting at 7:35 p.m.

Respectfully submitted,

Rosamaria Contreras
Administrative Technician



**AGENDA
STAFF REPORT**

MEETING DATE: 4/11/2022	AGENDA SECTION: C
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SUBJECT:

Approval of the Minutes for the Special Meeting held on March 5, 2022

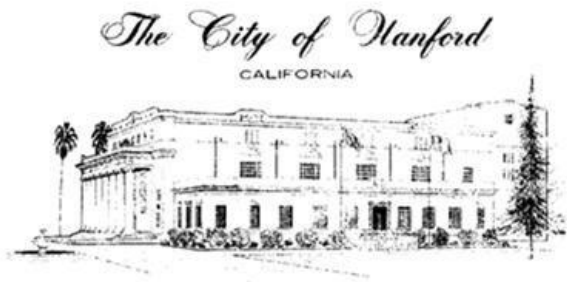
RECOMMENDATION:

Approve the Minutes of the Special Meeting held on March 5, 2022.

FISCAL IMPACT:

ATTACHMENTS:

March 5, 2022 MINUTES



PARK AND RECREATION COMMISSION SPECIAL MEETING MINUTES

COURTHOUSE SQUARE
113 Court Street
6:00 PM, Saturday, March 5, 2022

CALL TO ORDER

Chair Commissioner Kelley called meeting to order at 6:15 p.m.

ROLL CALL

Attendee Name	Title	Status	Arrived
Joseph Castaneda		Present	
Gregory Kelley		Present	
Cheyne Strawn		Excused	
Carolyn Hudgins		Present	
Jim Castleman		Present	

FLAG SALUTE

Chair Commissioner Kelley led the flag salute.

GENERAL BUSINESS

A. Community Base Planning for Proposed Civic Park Improvements and Renovation Project

Director Albert presented the community with the Proposed Renovation and Improvements to Civic Park.

Concept A: Full Promenade

Concept B: Promenade with Existing Bastille Patio

Civic Parks Restroom

Scope of Work:

Phase 1

Install electrical infrastructure, new lighting, and new restroom

Phase 2

Court Street Promenade, center rectangle, and landscape improvements

Cost Estimates:

Electrical Infrastructure/lighting	\$175,000.
Restroom	\$445,000.
Court Street Promenade	\$517,000.
Center Square	\$103,125.
Landscaping/trees	\$24,000.
SUB-TOTAL	\$1,264,125.
10% contingency	\$126,413.
TOTAL	\$1,390,538.

Results:

1. Concept A: Full Promenade:	29 votes	
Concept B: Promenade with Existing Bastille Patio	1 vote	
No Change	2 votes	
2. Hardscape rectangle	21 yes votes	8 no votes
3. Restroom (add)	27 yes votes	1 no votes
4. Lighting (add)	29 yes votes	1 no votes

PUBLIC COMMENT

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Rick Landis, representative of the VFW, and unknown gentleman provided their opinion on the proposed Civic Park Renovations.

ADJOURNMENT

Chair Commissioner Kelley adjourned the meeting at 7:15 PM

Respectfully submitted,

Rosamaria Contreras
Administrative Technician



**AGENDA
STAFF REPORT**

MEETING DATE: 4/11/2022

AGENDA SECTION: I

SUBJECT:

Civic Park Improvements and Renovation Project

RECOMMENDATION:

Results on the Community Base Planning for Civic Park Improvements and Renovation Project.

FISCAL IMPACT:

ATTACHMENTS: