



Parks & Recreation Commission Meeting Agenda

May 8, 2023
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.

- A. Approval of the Minutes for the Meeting held March 13, 2023

DIVISION UPDATES :

- A. Parks Division Updates
- B. Recreation Division Updates
- C. Director Updates

GENERAL BUSINESS:

- A. Ice Rink Financing Options

FUTURE AGENDA ITEMS:

ADJOURNMENT:

Materials related to an item on this Agenda submitted to the City Council after distribution of the agenda packet are available to public inspection in the City Clerk's Office located at 319 N. Douty Street, Hanford, California 93230, during

normal business hours. Such agendas are also available at the city's website, www.cityofhanfordca.com subject to staff's ability to post the agenda 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 City Clerk's office, 559-585-2515, 319 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: 5/8/2023	AGENDA SECTION: CONSENT CALENDAR
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SUBJECT:

Approval of the Minutes for the Meeting held March 13, 2023

RECOMMENDATION:

Recommendation:

Recommended Motion: Approve the Minutes for the Meeting held March 13, 2023

BACKGROUND:

FISCAL IMPACT:

N/A

ATTACHMENTS:

1. Parks and Recreation Commission - March 13, 2023 Minutes



**Parks & Recreation Commission Regular Meeting
Minutes**

**March 13, 2023 5:30 PM
Council Chambers
400 N. Douty St.**

CALL TO ORDER:

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

ROLL CALL:

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

FLAG SALUTE:

Chair Commissioner Kelley led the flag salute.

PUBLIC COMMENT:

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None.

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 of the February 13, 2023 Meeting

Motion to Approve

RESULT: Passed (UNANIMOUS)
MOVER: Joseph Castaneda
SECONDER: Carolyn Hudgins
AYES: Joseph Castaneda, James Castleman, Carolyn Hudgins, Gregory Kelley

DIVISION UPDATES :

A. Parks Division Updates

Special /Seasonal Projects

- * Storm Damage Response/ Downed Trees
- * Helping Hands 3/11/23 =242 hr YTD
- * Civic Turf Replacement
- * Winter Irrigation Projects

Parks and Facilities Manager Winebrenner answered questions from the commissioners.

B. Recreation Division Updates

March

- 4, 11, 18, 25: Kids in the Kitchen
- 7, 14, 21, 28: Food Truck Takeover
- 17: Zumbathon

April

- 1: Food Truck Takeover on Court Street in Civic Park
- 3 - 7: Spring Day Camp
- 4, 11, 18, 25: Food Truck Takeover
- 7: Egg Hunt
- 21: Mother & Son Date Night
- 22: Daddy & Daughter Date Night

HANFORD PLUNGE

Water Slide Pool Remodel

- * Resurface Slide Pool
- * Replace Tile
- * Replace Circulating Grates
- * Replace Light
- * Replace Skimmers
- * Gel Coat Slide
- * Repair & Repaint Steps (Staff)
- * Currently waiting on bids to arrive.

HANFORD PLUNGE

Hiring of Lifeguards

- * Interviews: March 15th
- * Hired: April 28th
- * L.G. Training: May 5th – 7th
- * CPRS S.L.W.: June 3rd (Sanger)
- * Plunge Opens: June 4th

LONGFIELD CENTER

Fitness Center

- * 124 total members (active/expired)
- * 50 total active members, 14 new since February 13th (last meeting)
- * 74 members who memberships expired because they didn't pay after 2 months.

Recreation Supervisor Da Silva informed the commission that this was his last meeting and that he had accepted a position in another city. All questions were addressed by Recreation Supervisor Da Silva.

C. Director Updates

- * Proposals for Active Transportation Plan (ATP)
- * Update on Heroes Park
- * March 7th presentation to Council on Landscape Assessment Districts
- * Hidden Valley Park community outreach dates are coming soon.
- * Walk with a Doc – Kicks off this Saturday @ Freedom Park at 9 AM
- * Fitness Court orientation classes – Every Saturday at 9 am
- * Commission vacancy and selection process

Director Albert addressed all questions.

GENERAL BUSINESS:

A. Heritage Tree Municipal Code Overview

Muni Code 12.12 was updated October of 2015

- * Part of that process included public hearings and public notice through council meetings
 - * City Council has full oversight of Muni- Code
 - * The code grants this commission it's authority to approve or deny requests
- * No complete tree inventory exists, currently
 - * Tree Inventory could be developed as part of an Urban Forestry Program/ Division-
 - * Unfunded program currently, possibility of grant funding to start the process

Applies to Street Trees and "Heritage Trees"

- * Street Trees – are trees located in the strip between the curb and sidewalk or within public right of way or easement on property/ street adjacent.
- * Heritage Trees - are Valley Oaks with a trunk width of 10" or greater at 4.5' or (ABH) "At Breast Height"

Hanford Muni-Code 12-12 Overview

- * Permits are required to remove or modify Heritage Trees
- * Carve outs were made for emergency or hazardous situations
- * PUC allows utilities special dispensation or allowances outside of the code.
- * Penalties are assessed by Code Enforcement inline with other Muni-Code violations

Current Process for approval

- * Tree Service/ Homeowner apply for permit with necessary info
- * Address, location, description of request
- * City staff reviews request/ get clarification if needed
- * Site Evaluation of tree
- * Presented to Parks Commission as appropriate
- * Based on vote- send out notice of outcome
- * Work completed.

Matrix of Comparable Cities

	Heritage Tree Policy/Plan	Arborist Required	Hazardous Conditions Provision	Mitigation Options	Citation Authority	Funding to Offset	Public	Private Property	Penalties
Hanford	Yes	Optional	Yes	Yes	Code	No	Yes	Yes	Fines
Tulare	Yes	No	Yes	N/A	Not noted	Yes	Yes	Yes	Fines +
Visalia	Yes	Yes	Yes	Yes	Parks	Yes	Yes	Yes	Fines +
Selma	No	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Madera	No	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Lemoore	Yes	No	Yes	Yes	Not noted	No	Yes	Yes	not noted
Porterville	No	N/A	NA	N/A	N/A	N/A	N/A	N/A	N/A
Fresno	yes*	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
* Only on previously identified trees									

There was some discussion and all questions were addressed by Parks and Facilities Manager Winebrenner.

B. Review Street Tree Permit Request for Removal of one tree located at 1035 Hoover

Way.

Parks and Facilities Manager Winebrenner presented a street tree permit application requesting approval from the Parks and Recreation Commission to remove one tree located at 1035 Hoover Way.

There was some discussion.

Motion to Approve

RESULT:	Passed
MOVER:	Jim Castleman
SECONDER:	Carolyn Hudgins
AYES:	Castleman, Hudgins, Kelley
NAYS:	Castaneda

Commissioner Castaneda and Parks and Facilities Manager Winebrenner agreed to work together to update the Street Tree Permit Application.

FUTURE AGENDA ITEMS:

Chair Commissioner Kelley requested that the Longfield Fitness Center fee structure be added to the April meeting agenda.

ADJOURNMENT:

Chair Commissioner Kelley adjourned the meeting at 7:01 pm.

Respectfully submitted,

Tasheenia Lawag



AGENDA STAFF REPORT

MEETING DATE: 5/8/2023

AGENDA SECTION: DIVISION UPDATES

SUBJECT:

Recreation Division Updates

RECOMMENDATION:

Recommendation: That the commission receives the updates.

Recommended Motion:

BACKGROUND:

FISCAL IMPACT:

N/A

ATTACHMENTS:

1. Recreation PP May 2023

Hanford Recreation Division

April

- 21: Mother & Son Date Night (262)
- 22: Daddy & Daughter Date Night (300)

**Food Truck
Takeover**



**Food Truck
Takeover**

Presentation to the Parks and Recreation Commission April 10, 2023

Hanford Recreation Division

May

- 4: Thursday Night Market Place Started
- 5: Cinco De Mayo Zumbathon
- 6: Food Truck Takeover
- 5, 6, 7: Lifeguard Certification Training
- 9, 16, 23, 20 Tuesdays Food Truck

Presentation to the Parks and Recreation Commission May 8, 2023

Freddie Fire Truck Rides



Carousel

Hanford Recreation Division

Movies at the Park

June

- 4: The Plunge Opens
- 5: Summer Camp Starts at Longfield
- 6: Swim Lessons Start (group & private)
- 16,30: Movie at the Park
- 23: Movie at Plunge
- 3,10,17,24: Yoga Classes at Longfield



Dive In Movies

QUESTIONS?



AGENDA STAFF REPORT

MEETING DATE: 5/8/2023	AGENDA SECTION: DIVISION UPDATES
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SUBJECT:

Director Updates

RECOMMENDATION:

Recommendation: The Parks and Recreation Commission receives the Director's Report.

Recommended Motion:

BACKGROUND:

Spring is a hectic time for us. Registration for summer programs is underway; the Plunge is open, and the staff is busy planning. The selection process for the Recreation Supervisor and Administrative Analyst is also underway.

1. **City budget** - Due to a recent settlement case, the City's budget will be lean. All departments have been asked to reduce expenditures and increase revenue.
2. **Heroes Park** – Escrow is currently open. The RFP for design will be released shortly.
3. **Clean California grant application** - \$3,343,000 requested for Civic Park renovation, public art, and new smart refuse/recycling containers.
4. **Prop 64 Boys and Girls Club grant** – The grant contract is under review, and orientation training is scheduled for May
5. **Hidden Valley Park Community Engagement Events** - Three community engagement events are planned on May 27th, June 1st, and June 3rd—more information to follow.
6. **Walk with Ease Program** – A new program from the Arthritis Foundation. Walk three days per week for six weeks. The instructor is completing the certification.
7. **Walk with a Doc Program (WWD)**– The next WWD is at Freedom Park on May 20th at 9 am.
8. **Funded CIP Projects** – Earl F Johnson Park renovation and YAC concession building renovation.
9. **USDA Forest Service Urban and Community Forestry Grant** – To create an urban forestry program to conduct a city-wide tree inventory, create a strategic plan, plant new trees, and fund an Arborist position.
10. **June 6th Council meeting on rates and fees.** Longfield Fitness Center Membership fees

FISCAL IMPACT:

N/A

ATTACHMENTS:

None



AGENDA STAFF REPORT

MEETING DATE: 5/8/2023

AGENDA SECTION: GENERAL BUSINESS

SUBJECT:

Ice Rink Financing Options

RECOMMENDATION:

Recommendation: That the commission receives the presentation.

Recommended Motion:

BACKGROUND:

During the April 10, 2023, Parks and Recreation Commission meeting, ice rink financing options were placed as a future agenda item. This staff report analyzes the three basic financing options available to the City of Hanford.

Since its inception in 2021, Winter Wonderland has been a successful event, garnering local business sponsorship support, financial stability, and great community pride. The City rented the ice rink from Magic Ice for the first two years, and that rental included the following:

- 50' x 70' (Year one) and 60' x 100' (Year two) ice rink
- 300 pairs of ice skates
- Ice resurfacing tools (Zamboni in Year two)
- 200-ton chiller unit (keep the ice frozen)
- Installation and breakdown

Ice Rink Financing Options

Option 1: Continue Renting (60' x 100')

Year	Cost
1	\$179,300
2	\$184,896
3	\$188,670

Option 2: Lease-to-Own (60' x 100')

Year	Rental	Buy-Out	Total
1	\$224,450	\$40,490	\$264,940
2	\$230,900	\$40,490	\$271,390
3	\$235,500	\$40,490	\$275,990

Option 3: Purchase Option (60' x 120')

Item	Cost
60' x 120' Rink Floor	\$94,451
Dasher Boards	\$96,911
Miscellaneous	\$26,587
Total	\$217,949

Start-up Costs (Fixed Assets)

Item	Cost
Chiller rental	\$33,800
400 pairs of skates	\$32,000
Zamboni (refurbished ice resurfacers)	\$40,000
Storage (1,000 sq. Ft.)	\$12,600
Total	\$118,400

Summary

It is vital to analyze these financing options to ensure the best short and long-term financial strategies are executed. Due to the current budget projections and constraints, the City cannot extend long-term financial risk. It is because of this reality, Option 1 to continue renting is the best option at this time.

FISCAL IMPACT:

ATTACHMENTS:

None