



Parks & Recreation Commission Meeting Agenda

August 14, 2023
5:30 PM – Regular Meeting
Council Chambers
400 N. Douty St.

CALL TO ORDER:

ROLL CALL:

FLAG SALUTE:

INTRODUCTION TO NEW STAFF :

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:

- A. Approval of the Minutes for the Meeting held June 12, 2023

DIVISION UPDATES:

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

GENERAL BUSINESS:

- A. Replacement and Relocation of the Play Structure at Earl F Johnson Park

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: 8/14/2023

AGENDA SECTION: CONSENT CALENDAR

SUBJECT:

Approval of the Minutes for the Meeting held June 12, 2023

RECOMMENDATION:

Recommendation:

Recommended Motion: Review and Approve June 12, 2023 Minutes.

BACKGROUND:

FISCAL IMPACT:

ATTACHMENTS:

1. Parks and Recreation Commission Meeting Minutes June 12, 2023



**Parks & Recreation Commission Regular Meeting
Minutes**

**June 12, 2023 5:30 PM
Council Chambers
400 N. Douty St.**

CALL TO ORDER:

Chair 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	
Sheldon Blackwell		Present	
Judy Scott		Present	

FLAG SALUTE:

Chair Kelley led the flag salute.

PUBLIC COMMENT:

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Mickey Stoddard, City of Hanford resident, shared concerns about the Longfield center usage and the photo of Mr. Longfield.

Martin Devine, City of Hanford resident, commented on the current condition of parks.

Bob Ramos, City of Hanford resident, commented on the usage of the Longfield center.

Cheyne Strawn, City of Hanford resident, shared concerns about the current condition of city parks, medians, sidewalks, and the Christmas tree.

Art Brieno, City of Hanford resident, commented on Centennial park and the importance of volunteers.

Council Member Lou Martinez, City of Hanford resident, shared concerns about the Longfield center operations.

Onan Champi, City of Hanford resident, commented on the potential opportunity for a certified tree arborist and offered a suggestion on the tree permit application process.

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 April 10, 2023

Motion to Approve

RESULT:	Passed (UNANIMOUS)
MOVER:	Castleman
SECONDER:	Hudgins
AYES:	Kelley, Castaneda, Blackwell, Castleman, Hudgins

CITY OF HANFORD MEDIA POLICY:

A. Overview of Media Policy

Community Relations Manager Brian Johnson provided an overview of the City of Hanford Media Policy.

Purpose:

To establish a clear and consistent media policy for City of Hanford council members, members of City commissions, and employees to accurately and effectively respond to requests from members of the media in a timely and professional manner. The policy includes but is not limited to all interactions (in-person, phone, text, online/social media, etc.) involving print, broadcast, radio and digital media. The City recognizes the important relationship between local government and the press, and as such, believes it is incumbent upon all City staff and elected and appointed officials to anticipate media requests and use this policy as a guide when responding to those requests.

Policy:

If a member of the media contacts you, please contact the City's Community Relations Manager (CRM) at 559-302-6233 or btjohnson@hanford.city and describe the details of their request, including:

- The media outlet
- The reporter's name
- The reporter's question/s
- If the reporter's request is only for written responses to questions, the reporter's timeline/deadline to receive a response
- If the reporter's request is for an interview, how they will be conducting the interview (in-person, on-camera, over the phone, Zoom, etc.)
- For reporter interviews, when and where it will take place
- Council members should remember that a reporter may not easily differentiate between a council member's personal opinion and the city council's position regarding a matter. If a council member shares their personal opinion, the council member should clearly inform the reporter that the council member is sharing their personal views and is not speaking on behalf of the City or the city council.
- City employees are not authorized to comment for the City without prior approval from the CRM or the City Manager. An employee who is authorized to comment on the City's behalf shall offer statements that are consistent with those authorized by the CRM or the City Manager.

For interviews, please consider any needs you may have in order to be properly prepared. An example might be a consultation with another City staff member, department head, or the City attorney. The CRM may be able to assist you by performing research prior to the interview. The CRM may also provide guidance on the most appropriate interview format, or whether, in certain cases, written responses and/or a written statement should be provided instead of an interview.

Also consider if it may be beneficial to have the CRM or another City staff member present during the interview. They may be able to answer questions that you cannot.

In the event the community relations manager is unavailable, please contact the City Manager at (559) 585-2516 or mcifuentez@hanford.city.

DIVISION UPDATES:

A. Parks Division Updates

Parks and Facilities Manager Winebrenner provided the parks updates.

- Demoing products and equipment to comply with SORE (Small Off-Road Engines)
 - anything under 25 HP & IC
- Lacey Smart controller trial
- Security camera installation steps
- Ongoing median work
- Ongoing typical Park work
- Johnson Park Play Structure

All questions were addressed by Parks and Facilities Manager Winebrenner.

B. Recreation Division Updates

Recreation Coordinator Kaitlyn Lusk provided the recreation division updates and addressed all questions.

May

4: Thursday Night Market Place Started (taking cash and cards)

Cash: \$4,835 Cards: \$1,008

5: Cinco De Mayo Zumbathon (150 people, 73% cost recovery)

June

4: The Plunge Opens (\$1,382/\$180) Admission, Concessions \$602/\$100 (cash/card)

5: Summer Camp Starts at Longfield (increased enrollment to 50, 15 financial scholarships)

6: Swim Lessons Start (group & private, increased enrollment)

16,30: Movie at the Park

23: Movie at Plunge

YOGA AT THE LONGFIELD CENTER

3,10,17,24: Yoga Classes at Longfield

(goal: 5, total: 22, revenue of \$340)

July: goal: 5, right now: 7, revenue: \$36

- JR FIRE FIGHTERS
- HEALTH CLASS FOR ELDERLY
- END OF THE SUMMER CARDBOARD BOAT RACES AT THE PLUNGE

Park Shelters Rentals Online: https://apm.activecommunities.com/hanfordrec/Facility_Search

C. Director's Updates

Director Albert presented the directors updates and addressed all questions from the commissioners.

USDA Forest Service Urban and Community Forestry Inflation Reduction Act Grant

- Five-year grant cycle
- Requested \$6, 394,115
- Plant 3,000 trees
- Full-time Arborist
- Partners: Kings County EDC, West Hills College, Tree Fresno, Urban Tree Foundation, C-SET

Hidden Valley Park Community Engagement

- 775 submissions of online survey
- 51 people attended in-person events
- 826 total responses

Recreation Features

- Walking/biking paths
- Innovative playground
- Interactive playground
- Picnic arbor
- Splash pad
- Ninja course
- Basketball courts
- Fishing pond
- Golf driving range
- Pump track

Support Amenities

- Park lighting
- Park restrooms
- Parking lot
- Public art
- Creative park seating

Prop 64 Boys and Girls Club Update

- Attended the three-day virtual orientation
- Renovation of the Coe Park building this Summer
- Purchasing of furniture, computers, and supplies
- Meetings with the Boys and Girls Club of the Sequoias
- Early September opening
- Recruitment strategy

Heroes Park Update

- 30 days into Escrow
- Pending acquisition payment from State
- RFP for design services submittal deadline is June 30th

GENERAL BUSINESS:

A. 2023 NRPA Agency Performance Review

Director Albert presented the National Recreation and Parks Association (NRPA) 2023 Agency Performance Review key findings. Director Albert also addressed all questions and comments.

FUTURE AGENDA ITEMS:

Commissioner Castaneda requested a Field Sports Advisory Committee (FSAC) update. Director Albert gave the commission a brief update on the FSAC meetings.

ADJOURNMENT:

Chair Kelley adjourned the meeting at 7:30 pm.



AGENDA STAFF REPORT

MEETING DATE: 8/14/2023

AGENDA SECTION: DIVISION UPDATES

SUBJECT:

Director's Updates

RECOMMENDATION:

Recommendation: The Commission receives the Director's Updates

Recommended Motion:

BACKGROUND:

- **Staffing**

The department and Human Resources Division have been busy recruiting for a new Recreation Supervisor, Recreation Coordinator, and two part-time Sports Coordinators. Both the Recreation Coordinator and PT Sports Coordinator positions are currently accepting applications.

- **Active Transportation Advisory Plan**

We are kicking off the Active Transportation Plan's community engagement phase and inviting community members to be on the Active Transportation Advisory Committee. The Committee will meet thrice annually to advise throughout the process.

Please have interested people contact Brad Albert at balbert@city.hanford

- **Heroes Park**

The lease of the Heroes Park property to Latis LLC will be presented to the City Council at their August 15th meeting. Once approved, the escrow on the property will close. The evaluation of proposals for professional architectural and engineering services is moving forward. We will invite four consultant firms to present their proposals and answer interview questions. Once completed, the contract will be negotiated and presented to Council for approval.

FISCAL IMPACT:

ATTACHMENTS:

None



AGENDA STAFF REPORT

MEETING DATE: 8/14/2023

AGENDA SECTION: GENERAL BUSINESS

SUBJECT:

Replacement and Relocation of the Play Structure at Earl F Johnson Park

RECOMMENDATION:

Recommendation:

Recommended Motion:

BACKGROUND:

The existing playground equipment at Earl F. Johnson Park has reached the end of its safe and useful lifespan. The structure has begun to fail in certain areas. Most recently, the lower section of a slide cracked/broke, creating a potential hazard for users. It took a 15 weeks to receive. Due to the age of the structure and production schedules for the manufacturers, replacement and repair in repairing any future damage.

Parks and Community Services staff sought proposals from the following manufacturers:

- Park Planet- Options
- Ross Recreation-
- Kompam - Options
- Miracle Playsystems
- MRC/Gametime

We received the following proposals:

- Kompan (three options)
- MRC/Gametime (two options)
- Park Planet (two options)

Each manufacturer provided play structure options (8 in total) and pricing. These options were presented to the public at two Park outreach events on May 27, June 1, and June 3. Based on the votes for each play structure from those events, the top

- Park Planet Option 1
- Kompan Options 1 and 2
- MRC/Gametime Option 1

Those four play structures were presented to forty young summer campers aged 6- 13. The Park Planet Option 1 play structure was the vote recipient. This play structure meets all City of Hanford play structure specifications and meets the site's needs.

The Park Planet Option 1 play structure:

- Provides increased shade protection that extends the usable window (the time the structure can be played on in our ho protecting it from UV rays.
- Has the benefit of limited flat platforms that could be used for vagrant behavior or other non-play-related uses.
- Allows for a better line of sight for parental observation.

FISCAL IMPACT:

FISCAL IMPACT:

ATTACHMENTS:

1. Park Planet Option 1

Park Planet Option One



Park Planet Option One

