



Parks & Recreation Commission Meeting Agenda

February 12, 2024
5:30 PM – Regular Meeting
Council Chambers
400 N. Douty St.

CALL TO ORDER:

ROLL CALL:

INVOCATION:

Pastor Thomas L. King

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 January 8, 2024

DIVISION UPDATES:

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

GENERAL BUSINESS:

- A. Review Street Tree Permit Request for Removal of one tree located at 1352 W Ambassador Way.
- B. Park of the Month

C. Analysis of Small Sided Soccer 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: 2/12/2024	AGENDA SECTION: CONSENT CALENDAR
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SUBJECT:

Approval of the Minutes for the Meeting held January 8, 2024

RECOMMENDATION:

Recommendation: That the commission reviews and approves the January 8, 2024, minutes.

Recommended Motion:

BACKGROUND:

FISCAL IMPACT:

ATTACHMENTS:

- 1. Parks and Recreation Commission - January 8, 2024 Minutes



**Parks & Recreation Commission Regular Meeting
Minutes**

**January 8, 2024 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	
Sheldon Blackwell		Present	
Judy Scott		Present	

INVOCATION:

Pastor Mark Curts

Chair Kelley introduced Pastor Mark Curts. The invocation was led by Pastor Mark Curts.

FLAG SALUTE:

Chair 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.

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.

Motion to Approve

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

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

B. Approval of the Minutes for the Meeting held December 11, 2023

DIVISION UPDATES:

A. Parks Division Updates

Project: Trees along main thoroughfares
Thin/lift and remove as needed

Update: Launch of Productive Parks software and smartphones.

Plan: Winter Wonderland breakdown and renovation.

Helping Hands 2024: Seeking input for possible project sites
Current planned projects:
Corp Yard (Jan)
Civic Turf (Feb)
Hidden Valley (March)
Tree Planting (April -Earth & Arbor Days)

Maintenance Management Plan

- Inventory
- Maintenance Plan
- Implementation
- Evaluation

Parks Manager Winebrenner presented the updates and addressed all questions.

B. Recreation Division Updates

- Winter Camp: Ended on Jan.5th. We had 32-38 Kids attend each week.
- Winter Wonderland: Ended on Jan. 7th. Very successful year.
- Freddie the Fire Truck: Tour of Lights Sold out including the additional dates that were added.
- Toy Giveaway: Dec. 16th. Highly attended event. Partnered with the Lions Club and the Traffic Kingz & Queenz
- Civic Renovations: Civic will be closed January - May

Recreation Coordinator Brittany Parreira presented the updates and answered questions.

C. Director Updates

- Winter Wonderland Event - Initial data is trending well. Final report in February.
- Hanford Boys & Girls Club - Final purchases, recruitment, Star-Link internet access.
- Heroes Park Design - Ongoing design with a focus on infrastructure.
- Active Transportation Plan (ATP) - Finishing outreach, crash data, and maps. TAC meeting scheduled for 1/25/24 @ 2pm.
- Revenue Measure Committee - The City is seeking volunteer community members to serve. Apply on the City's website.

- o Civic Park Turf Renovation - Post Winter Wonderland
- o YAC Concession/Restroom Building – Going with the pre-fabricated building. Electrical, plumbing, and site preparation engineering.
- o Part-time Sports Coordinators – Kelvin Sheppard and Austin Payne hired.

There was some discussion. Director Albert addressed all questions.

GENERAL BUSINESS :

A. Nomination of Chair and Vice-Chair

Chair Kelley nominated Commissioner Blackwell as Chair Commissioner. Commissioner Castaneda second; the vote passed unanimously.

Motion to Approve

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

Chair Kelley nominated Commissioner Scott as Vice-Chair Commissioner. Castaneda second; the vote passed unanimously.

Motion to Approve

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

FUTURE AGENDA ITEMS:

Department cost recovery policy - Chair Kelley

Small Sided Soccer - Chair Kelley

ADJOURNMENT:

Chair Kelley adjourned the meeting at 6:35 pm.



**AGENDA
STAFF REPORT**

MEETING DATE: 2/12/2024

AGENDA SECTION: GENERAL BUSINESS

SUBJECT:

Review Street Tree Permit Request for Removal of one tree located at 1352 W Ambassador Way.

RECOMMENDATION:

Recommendation:
Recommended Motion:

BACKGROUND:

FISCAL IMPACT:

N/A

ATTACHMENTS:

- 1. Tree Permit Request - Ambassador Way (Chris Clark)
- 2. Tree Permit Request - Ambassador Way (Chris Clark) (2)
- 3. Photo 1
- 4. Photo 2
- 5. Photo 3
- 6. Photo 4

Office Use Only:

Received: _____ on: _____

Approved: _____ on: _____

TREE PERMIT REQUEST

Parks and Community Services Department

321 North Douty Street, Suite A

Hanford, CA 93230

Office (559) 585-2525

Website: www.cityofhanfordca.com

TDD/TTY, Dial 711

This application is hereby made under provisions of the City of Hanford Title 12, Chapter 12, Section 220 Ordinance for permission to Plant, Prune, or Remove:

Under Title 12, Chapter 12, Section 520 penalties for failing to follow codes laid out in this section could include penalties up to \$1000 per infraction.

☐ **Street Tree:** 12.12.300: Trees within the park strip or buffer/ abutting one's property

☐ **Heritage Tree** 12.12.020: Native Oaks protected for historical significance

Date 1/28/24

I am requesting to:

☐ **Plant** street trees in the public right of way **No. of street trees affected** 1

☐ **Prune** street trees in the public right of way

☒ **Remove** street trees in the public right of way **Name of Applicant** Chris Clark

Address where the tree is located

1352 West Ambassador Way
Hanford CA 93230

Telephone:

Mailing Address, if different from the tree location

Email:

Chris — snocat1@yahoo.com

Are

you the owner of the property? Yes

Signature of the property owner

Cheryl R. Clark

Details of request:

Tree is pushing up 3 sections of
Sidewalk.

Taking it all before it damages water &
sewer lines.

FOR OFFICIAL USE ONLY

Responsibility	Planting	Prune	Removal	Comments
Expense	Owner			
	City			
Commission approval required:				
Commission Vote:	Y:	N:	A:	Result:

APPROVED BY: _____

Signature: _____

Permit No. _____

Date _____

PERMIT VALID FOR SIXTY (60) DAYS FROM THE DATE ABOVE







