



**CITY OF HUGHSON  
PARKS & RECREATION COMMISSION REGULAR  
MEETING**

CITY HALL COUNCIL CHAMBERS  
7018 Pine Street, Hughson, CA

**AGENDA  
WEDNESDAY, NOVEMBER 12, 2014 – 6:00 P.M.**

**CALL TO ORDER:** Chair Billy Redding

**ROLL CALL:** Chair Billy Redding  
Commissioner Raymond Lopez  
Commissioner Matt House  
Commissioner Tamara Thomas

**FLAG SALUTE:** Chair Billy Redding

**1. PUBLIC BUSINESS FROM THE FLOOR (No Action Can Be Taken):**

Members of the audience may address the Commission on any item of interest to the public pertaining to the City and may step to the podium, state their name and city of residence for the record (requirement of name and city of residence is optional) and make their presentation. Please limit presentations to five minutes. Since the Commission cannot take action on matters not on the agenda, unless the action is authorized by Section 54954.2 of the Government Code, items of concern, which are not urgent in nature can be resolved more expeditiously by completing and submitting to the City Clerk a "Citizen Request Form" which may be obtained from the City Clerk.

**2. NEW BUSINESS:**

- 2.1:** Introduction of newly appointed Commissioners.
- 2.2:** Conduct Nominations and Elect a Chair and Vice Chair.
- 2.3:** Approve the Minutes of the August 12, 2014 Parks and Recreation Meeting.

**3. PUBLIC HEARING TO CONSIDER THE FOLLOWING: NONE.**

**4. INFORMATIONAL ITEMS:**

4.1: Review and Discuss the Proposed Acquisition and Development of the Proposed Seventh Street Community Park.

**5. COMMENTS:**

5.1: Staff Reports and Comments: (Information Only – No Action)

**Community Development Director:**

5.2: Commissioner Comments: (Information Only – No Action)

**ADJOURNMENT:**

**WAIVER WARNING**

If you challenge a decision/direction of the Commission in court, you may be limited to raising only those issues you or someone else raised at a public hearing(s) described in this Agenda, or in written correspondence delivered to the City of Hughson at or prior to, the public hearing(s).

**UPCOMING EVENTS:**

<b>November 15</b>	▪ United Samaritans Annual Legacy of Hope Event, St. Anthony’s Church
<b>November 18</b>	▪ Planning Commission Meeting, City Council Chambers, 6:00 P.M.
<b>November 22</b>	▪ Community Thanksgiving Dinner, Senior Community Center, 2-6:00 P.M.
<b>November 22-23</b>	▪ 20 <sup>th</sup> Century Club Arts & Crafts Fair, 9:00am-4:00pm, Hughson High School
<b>November 27-28</b>	▪ Thanksgiving Holiday – City Hall will be Closed
<b>November 29</b>	▪ Downtown Christmas Festival, <a href="http://www.hughsonchamber.org">www.hughsonchamber.org</a>

**RULES FOR ADDRESSING THE COMMISSION**

Members of the audience who wish to address the Commission are requested to complete one of the forms located on the table at the entrance of the Council Chambers and submit it to the City Clerk. **Filling out the card is voluntary.**

**AMERICANS WITH DISABILITIES ACT/CALIFORNIA BROWN ACT  
NOTIFICATION FOR THE CITY OF HUGHSON**

This Agenda shall be made available upon request in alternative formats to persons with a disability; as required by the Americans with Disabilities Act of 1990 (42 U.S.C. Section 12132) and the Ralph M. Brown Act (California Government Code Section 54954.2).

**Disabled or Special needs Accommodation:** In compliance with the Americans with Disabilities Act, persons requesting a disability related modification or accommodation in order to participate in the meeting and/or if you need assistance to attend or participate in a City meeting, please contact the City Clerk's office at (209) 883-4054. Notification at least 48-hours prior to the meeting will assist the City Clerk in assuring that reasonable accommodations are made to provide accessibility to the meeting.

**AFFIDAVIT OF POSTING**

**DATE:** November 7, 2014                      **TIME:** 5:00pm  
**NAME:** Dominique Spinale                      **TITLE:** City Clerk

**Notice Regarding Non-English Speakers:**

Pursuant to California Constitution Article III, Section IV, establishing English as the official language for the State of California, and in accordance with California Code of Civil Procedures Section 185, which requires proceedings before any State Court to be in English, notice is hereby given that all proceedings before the City of Hughson Commission shall be in English and anyone wishing to address the Commission is required to have a translator present who will take an oath to make an accurate translation from any language not English into the English language.

**General Information:** The Hughson Parks & Recreation Commission meets in the Council Chambers on the second Tuesday of each month at 6:00 p.m., unless otherwise noticed.

**Commission Agendas:** The Commission agenda is now available for public review at the City's website at [www.hughson.org](http://www.hughson.org) and City Clerk's Office, 7018 Pine Street, Hughson, California on the Friday, prior to the scheduled meeting. Copies and/or subscriptions can be purchased for a nominal fee through the City Clerk's Office.

**Questions:** Contact the City Clerk at (209) 883-4054



**CITY OF HUGHSON  
PARKS & RECREATION COMMISSION  
REGULAR MEETING**

CITY HALL COUNCIL CHAMBERS  
7018 Pine Street, Hughson, CA

**MINUTES**

**TUESDAY, AUGUST 12, 2014 – 6:00 P.M.**

**CALL TO ORDER:** Chair Billy Redding

**ROLL CALL:**

Present: Chair Billy Redding  
Vice Chair Todd Brownell  
Commissioner Raymond Lopez

Staff Present: Jaylen French, Community Development Director  
Dominique Spinale, Assistant to the City Manager/City Clerk

**FLAG SALUTE:** Chair Billy Redding

**1. PUBLIC BUSINESS FROM THE FLOOR (No Action Can Be Taken):**

**NO PUBLIC COMMENTS.**

**2. NEW BUSINESS:**

2.1: Conduct Nominations and Elect a Chair and Vice Chair.

**This item was continued to the next meeting, as the Commission prefers to conduct nominations with a full Commission present.**

**3. INFORMATIONAL ITEMS:**

3.1: Non-Potable Project and Municipal Water System Update.

**Director French provided an update to the Commission on this item.**

**3.2:** LWCF Grant/School District property.

**Director French provided an update to the Commission on this item. The Commission discussed this item, including the school facilities available, access to the school facilities, and the sharing of the school's facilities (Sports and Fitness Complex).**

**3.3:** Concerts in the Park Events.

**Director French provided an update to the Commission on this item.**

**3.4:** Status of Existing Facilities.

**Director French provided an update to the Commission on this item.**

**3. COMMENTS:**

**3.1:** Staff Reports and Comments: (Information Only – No Action)

**Community Development Director:**

**3.2:** Commissioner Comments: (Information Only – No Action)

**Commissioner Brownell requested that Staff develop a recreation manager position and develop recreational activities, including the possibility of baseball and softball leagues.**

**ADJOURNMENT:**

**This meeting adjourned at 7:05 P.M.**

---

**BILLY REDDING, Chair**

---

**DOMINIQUE SPINALE, City Clerk**



**PARKS AND RECREATION COMMISSION**  
**AGENDA ITEM NO. 4.1**  
**SECTION 4: INFORMATIONAL ITEMS**

**Meeting Date:** November 10, 2014  
**Subject:** Review and Discuss the Proposed Acquisition and Development of the Proposed Seventh Street Community Park

**Enclosures:** Conceptual Park Designs  
Development and Maintenance Cost Estimates

**Presented By:** Jaylen French, Community Development Director

**Approved By:** \_\_\_\_\_

---

**Staff Recommendation:**

Review and discuss the proposed acquisition and development of the proposed Seventh Street Community Park.

**Background and Overview:**

The proposed park site consists of 19.65 acres south of Whitmore Avenue, on Seventh Street. The property is currently owned by Hughson High School and is being used for agricultural purposes (alfalfa).

Previously, staff has presented the City Council with initial estimates of the development and long term maintenance costs (attached) for the potential future community park using two conceptual park designs (attached) created solely for the purpose of developing the cost estimates. The conceptual park designs represented the low-end and the high-end development and maintenance cost options.

Staff also presented information on potential funding/financing options and the various benefits associated with park development. Four funding options were presented as well as information related to the expected increased property value and thus increased tax revenue resulting from developing a park. Council directed staff to review and research revenue generating opportunities to ensure that the general fund impact of park maintenance is as minimal as possible.

## **Prior Background:**

On January 27, 2014, the Hughson City Council approved submitting a grant application to the Federal Land and Water Conservation Fund (LWCF) for a park acquisition project.

The City Manager and District Superintendent discussed the desire to submit an application during the current funding cycle to present the acquisition project as envisioned by the City of Hughson back in 2010 for potential funding.

The Land and Water Conservation Fund program required that an appraisal and independent review be conducted. The final appraisal estimated the proposed property value at \$685,000 (19.65 acres).

The grant would provide 50% of the cost for property acquisition based on the appraised value and not require the City to deplete a majority of its Parks Project In-Lieu and Park Development Impact Fee funds and instead make them available for use during future development of the park site. If successful in the property acquisition, City staff will focus future grant writing efforts on development of the park.

On April 18, 2014, the California Department of Parks and Recreation sent a letter to the City of Hughson indicating that the Seventh Street Park Acquisition Project was being recommended for funding to the National Park Service (NPS) at the requested amount of \$342,500.

## **Discussion:**

This item is intended to provide a detailed overview of the status of the proposed park acquisition. At the October 13, 2014 City Council meeting, the Council, on a 3-1 vote, directed staff to pursue the acquisition of the subject property.

In summary, thus far, Staff has attempted to provide the Council with the necessary information to make an informed decision regarding the acquisition of the park site. This primarily revolved around the expected long term maintenance costs associated with the park site, the City's ability to fund this through the general fund, and opportunities to reduce the overall impact to the general fund from maintenance costs. Although it is understood that public amenities may require some level of general fund subsidy, as determined and approved by the Council.

### *Cost Estimates*

Staff estimates that the passive park cost could cost approximately \$ 1,200,000 to develop and nearly \$35,000 per year in staff time to maintain, whereas, the built out park could cost approximately \$ 3,500,000 to develop and nearly \$82,500 per year in staff time to maintain.

Attached to this staff report is a spreadsheet which includes the line-item estimates for the development costs and maintenance costs for each park.

## *Park Benefits*

There are, however, numerous benefits resulting from quality park development, including:

- Increased property value and increased property tax revenues
- Other economic benefits through the creation of a more desirable place to live, work and visit
- Opportunities to attract larger festivals, concerts, farmer's markets, etc.
- Quality of life improvements,
- Improved recreational opportunities, especially for an area of the City lacking city parks
- Improved aesthetic quality of the area and city
- Improved environmental conditions
- Improved health of community members

Based on staff research, there are four broad categories for park maintenance funding each with options and nuisances within these categories. The following is intended to provide general information regarding the various options and are not intended as recommendations at this time.

### **1. User Fees**

*Park (or Facility) Rentals/Reservations, Classes, Concessions, etc.*

In this category, park users pay for certain privileges of park or facility use as is the current practice with the City's other parks. The extent and amount of user fees would likely be increased depending on the facilities installed in the community park.

### **2. Private Monies**

*Public-Private Partnerships, Volunteers, Donations, Sponsors, Trust, etc.*

In this category, private citizens, businesses or organizations could volunteer time, donate money or sponsor park facilities or portions of the park. The City could forge community partnerships to leverage the capacity of private organizations to provide maintenance services. More specifically, private monies could establish a trust that is utilized for maintenance purposes or the City could partner with private entities to ensure the long term maintenance is provided.

### **3. Assessments**

*Utility Fee/Levies, Special Districts, etc.*

*While it is clear that this option is a non-starter at this time, this is one of the five funding options available and therefore is described below. An assessment would not need to cover the full cost of annual maintenance, but any amount that offsets the General Fund expenditure would be beneficial. This category would likely be coupled with Category 3, so that a portion of the maintenance costs are shared by existing residents and new development.*

In this category, the City could, through a Proposition 218 process, establish special districts to fund the park maintenance or specific facilities within the park; or go before the voters with a special purpose levy or utility fee.

#### **4. Grants**

In this category, the City would apply for grant funding to help offset or cover the cost of maintenance. Many state and federal agencies offer park related grants, some of which are for maintenance purposes.

In addition, the City could position the park (and or potential pool) as a regional facility and inquire about County funding or partner with the County Health Services Agency (HSA) for funding by providing recreational opportunities.

In summary, there are costs and benefits associated with developing a community park. The benefits, while real, can be nebulous and hard to measure. The costs on the other hand are easy to see. In theory, property values and thus tax revenues would increase; and spending from locals and visitors could increase based on use, both of which would help to alleviate or offset the long term maintenance costs. If funding strategies are required, the best approach would likely be to secure revenues from multiple categories (outside of the assessments perhaps) so that the General Fund bottom line is impacted as minimally as possible.

Staff, based on research, estimates that approximately 50% of the maintenance costs could be offset through rental revenues, leaving approximately \$40,000 annual liability for the 'built-out' park concept.

Staff will continue to look into ways to generate revenue utilizing existing City resources to offset park maintenance costs. Options such as cell tower leases, solar farms, revenue generating uses and sponsorships were previously discussed. Staff has completed preliminary research on both the cell tower and solar farm issues.

##### **1. Cell Tower**

According to multiple sources, leasing land or space on existing structures, such as a water tower, for the purpose of a cell tower or cell equipment can generate \$1,500 per month or \$18,000 per year or more. This could offset nearly 45% of the remaining \$41,000 if it is a viable option.

At this time, Verizon is not interested in locating a cell tower or cell equipment in the City of Hughson, but could in the future. In addition, all cell carriers are currently actively expanding their cell capacity; therefore, the need may arise in the future from one of the four major cell carriers.

It was shared with staff that cell carriers typically seek out private property owners to locate new cell towers/equipment because there can be fewer hurdles during the approval process. However, it was further shared that some communities have adopted an ordinance that requires cell carriers to

reach out to the City first prior to the development of a new tower/equipment.

## 2. Solar Farm

There are two options regarding solar farms: 1) to lease land for a solar farm and 2) to develop a farm and sell the energy generated. Based on research, the city could expect to earn approximately \$1,200 per acre per year to lease land for a solar farm. This would equate to approximately \$14,400 per year for the approximately 12 acre area that is currently being farmed with almonds; or approximately \$62,400 per year for the approximately 52 acres (12 acres of almonds and 40 acres of former wastewater treatment plant percolation ponds). This is, of course, contingent upon a utility provider desiring to lease land for this purpose. As well as the challenge of the area's size. Solar farms are typically larger, but not in all cases. For example, the solar farm in Stanislaus County is 155 acres.

To develop a solar farm and sell the energy, should the City choose to sell solar energy as opposed to leasing the land, one can expect to receive \$0.06 to \$0.07 per kilowatt hour (kWh). A 12-acre site could produce approximately 3.0 million kWh, which would equate to approximately \$195,000 per year. These numbers were confirmed in a conversation with a TID employee.

Therefore, the issue becomes could the City find a willing buyer. Per state legislation, all utility providers must provide 33% of their total energy from renewable sources by the year 2020. Therefore, there could be potential future opportunity. Currently, TID's renewable source portfolio is 24% to 26%. TID recently released a request for proposal (RFP) to acquire a new renewable energy source project, which will get TID closer to the 33% requirement.

### *NEXT STEPS: DEVELOPMENT PROCESS*

Subsequent to Council's approval of the park acquisition, the next step is to design the park and then construct/develop the park. Staff is proposing an extensive and comprehensive design effort, utilizing a professional consultant, while actively seeking Planning Commission and public input to ensure that the proposed park meets the needs of the community to the greatest extent possible. A portion of the City's Park Development and Park In-Lieu fees could be used for the design effort.

Once the design process is underway, and the City had a better idea of the park elements/features, Staff would seek monies for park development, including sponsorships and grant opportunities. Applications for the next cycle of LWCF funds are due in February 2015. The City will submit an application for development funds for this cycle. The fact that the City will use our impact fees to pay for the design should improve the chances of the grant application. Of note is that the match for development funds from this grant would be 50% similar to the acquisition grant.

The City has two capital project funds that can be utilized as the source for the match and cash flow requirements (acquisition, design), including the Park Project In Lieu and Park Development Impact Fees, and for future development.

As indicated in the Final Fiscal Year 2014-2015 Budget, the City has approximately \$918,000 available in these two capital project funds for the upcoming year. The City's portion of the acquisition cost is \$342,500, leaving approximately \$575,500 remaining. The estimated development cost of the 'built out' park is approximately \$3,000,000, whereas the passive park would cost approximately \$1,200,000. Additional development funds would need to be secured to cover the cost of the built-out park concept. Sponsorships and other opportunities will actively be sought. In addition, development impact fees from commercial and residential development currently in process will help to offset the cost. This totals approximately 150 homes and numerous commercial/industrial developments.

**Fiscal Impact:**

**Maintenance:**

In large part, the fiscal impact regarding maintenance of the potential future park is to be determined. However, as estimated by staff the annual cost of maintaining a passive park could be \$35,000 and as high as \$82,500 for a built out park. As noted in this staff report, this could be offset through identified strategies and economic benefits of developing a park.

**Development:**

Please see the NEXT STEPS: DEVELOPMENT PROCESS section of the staff report for further details on the fiscal impacts of the park development.