

**Visalia Parks & Recreation Commission
Meeting Minutes January 21, 2014**

1. Call Meeting to Order/Roll Call

The Visalia Parks & Recreation Commission met in a regular meeting on Tuesday, January 21, 2014, at the Rawhide Hall of Fame, Visalia, California. The meeting was called to order by Chairperson Calhoun at 5:30 pm.

Present: Carla Calhoun, Ben Filiponi, Shann Blue, and Lesa Mann

Absent: Robert Doi

Staff: Jim Bean, Jeannie Greenwood, and Brenda Miernik

Commissioner Calhoun noted that Mr. Elizondo is attending the City Council meeting tonight and he may not make it to this meeting.

- 2. Review and Approve the Minutes of the Regular Meeting, December 17, 2013.** Commissioner Calhoun called for a motion to approve the December 17, 2013 minutes. Commissioner Mann moved to approve the minutes as presented and Commissioner Blue seconded the motion.

MOTION

Motion passed 4-0

- 3. Public Comment:** None.

- 4. Request by Momentum Broadcasting to Host the 8th Annual Jug Fest Event at Plaza Park on Saturday, May 31, 2014.** Ms. Greenwood stated that Momentum Broadcasting has requested the use of Plaza Park for the 8th Annual JugFest event scheduled for Saturday, May 31, 2014. This event began in 2006 at Plaza Park and consisted of two daytime stages with music throughout the day concluding with a headline ticketed concert on ball field #5 later in the evening. The event also featured activities for children as well as vendors, food and informational booths. The JugFest was held at Plaza again in 2007 before leaving to other venues such as the Tulare County Fairgrounds and Twilight Park in Woodlake.

The proposal for this year's event is to host JugFest on softball fields 3 and 4, with a stage placed along the edge of infield #3, and positioned north-east, towards the tennis courts and the Holiday Inn. Last year's event drew 10,000 participants and it's anticipated that this year will be every bit as popular. The event will include the large stage, a VIP tent area, food, vendors and commercial booths, and other activities.

This event is free and will be open to the public at 1 pm. The event will close with the Justin Moore concert at approximately 8 pm. In order to offset the costs of this free community event, Momentum plan is to sell alcohol and seeks approval to charge for parking.

Proposals made by staff to Momentum Broadcasting include the following.

- All rental areas at Plaza Park be secured and paid for by Momentum to a total of \$782,
- The daily rate of \$100 be paid for all five softball fields for the event date and four fields for Friday and Sunday, a total of \$1,300,
- Park maintenance hours for marking irrigation and performing inspections before and after the event, not to exceed 8 hours to be paid at \$50 per hour,
- Softball field lighting – Momentum will pay at the Council approved rate of \$25 per hour per field, and
- Momentum will pay the Special Event fee of \$30 per event.

Ms. Greenwood said City staff recommends that the Parks and Recreation Commission authorize the Director of Parks and Recreation to issue a permit to Momentum Broadcasting granting permission to use Plaza Park for JugFest on Saturday, May 31, with the following conditions.

- Fees in the amount of \$2,762 must be paid in advance of the event. Momentum will also pay a damage/security deposit of \$2,000, which shall be refunded post event minus any costs incurred by the City to repair damage created by the user.
- Some turf areas will need to be used for parking. In addition, some equipment and vehicles will need access to softball fields 3 and 4 for set up and break down, including the entertainer's bus that will be parked on the infield 3, behind the stage. If approved, the Director of Parks and Recreation shall issue a permit allowing vehicular access and/or parking as defined above.
- Although there are no residential areas surrounding Plaza Park that will be impacted by the music, a permit will be necessary because it will exceed 60 decibels. The event will required to follow the City's Good Neighbor Policy by providing notice to surrounding hotels and property owners and shall end amplified music by 10 pm.
- Event organizers must submit a Special Event Application to the City of Visalia Special Event Committee. Some of the conditions set forth by the Committee are traffic control plan, security, portable restrooms, refuse/recycling, Health Department Permit, Business Tax Certificate, Insurance, fire inspection, generator permit, and alcohol beverage control.

The City reserves the right to cancel this event in case of **excessive** rain before the event. Representatives from the City and Momentum will meet during the week to assess the condition of the park prior to the event and determine what can be done to protect the turf and/or the public. The final decision will be determined by the Director of Parks and Recreation.

Mr. Bill Lynch, General Manager of Momentum Broadcasting, stated Justin Moore is a very well-known country artist with several number one hits. He spoke about the layout of the event and brought a map to show logistics and parking. He said people will meander in and out of the event all day. Commissioner Calhoun asked if the Trolley could be used for the event. He said he would call the City about the Trolley but with organization and control it should be no problem.

Commissioner Mann asked if the music would be family friendly and not offensive in any way. Mr. Lynch said in the years he has been doing the event he has never heard a complaint. She also asked if the food choices would include healthy options. He said water would be available for purchase and fruits will be encouraged.

Commissioner Calhoun called for a motion to approve the request for the JugFest event on Saturday, May 31, 2014, at Plaza Park. Commissioner Blue moved to approve the event as presented, and Commissioner Filiponi seconded the motion.

MOTION

Motion passed 4-0

5. **Parks & Recreation Commission Annual Report.** Commissioner Calhoun stated she has a copy of last year's report and she has begun updating it based on the minutes from last year. However, she said she did not have copies for the Commission. She said she would email her notes to the Commissioners for their comments and additions. Commissioner Calhoun stated that some of her notes included special projects, park planning and renovations, policy changes, and committees and meetings that Commissioners have attended throughout the year. She asked the Commissioners to respond to her by Friday and she would deliver the report to City staff by Monday.

6. **Discussion of Topics for the Joint Meeting with City Council on Tuesday, March 18, 2014, at the Visalia Convention Center.** Ms. Greenwood stated it would be good for the Annual Report to be distributed to City Council prior to the Joint Meeting so that Council understands the Commission's commitment to the community at events and meetings. She stated there will probably be some comments regarding the Eastside Regional Park and General Plan for Visalia. She also noted that this is a budget year and it would be a good time to address items that are important to the Commission such as staffing, facilities or the Commission goals.

Ms. Greenwood stated that last month the Commission forwarded a recommendation to Council for grant funding to go toward renovating Village Park's turf, however, Council decided the funding would go toward Oval Park renovations. She also noted that there is a private group, headed by Mr. Ludikens from the Boy Scouts, to enlarge the Community Campus. She said there is going to be a community meeting this Saturday, January 25, to discuss projects for the Community Campus and Village Park. Commissioners would be welcome to attend.

Commissioner Calhoun said the either/or situation with Oval and Village Parks concerns her. She said renovations should be scheduled in phases so that both projects move forward. She said there was advocacy for Oval Park at the Council meeting but none for Village Park.

Commissioner Calhoun asked if there have been any updates from the Visalia Rescue Mission Center (VRM) regarding their activities or a calendar of events. Ms. Greenwood said she is not aware of any schedule. She noted that on Facebook they advertised a concert at the park coming later in the year.

Commissioner Calhoun requested that an agenda item be included on next month's meeting regarding an update on events for the VRM.

Commissioner Filiponi suggested an updated trails report by Mr. Vaughn Melcher for this meeting.

Commissioner Calhoun requested the Commissioners to email Ms. Miernik with suggested topics for the Joint Meeting.

7. **Upcoming California Parks and Recreation Society Conference, March 4-7, 2014.** Ms. Miernik stated that Commissioners Calhoun and Mann said they wanted to attend. She said if anyone else was interested in attending to please let her know by Friday. Ms. Greenwood said an itinerary for the trip would be forthcoming.

8. Update on City Council Reports & City Staff Announcements.

- **Upcoming Recreation Programs & Special Events.** Ms. Greenwood reported the following.
 - The City sponsored a Fishing Derby a few weeks ago and the Department of Fish & Game provided the fish for the pond. They put in about 3 fish per child as part of an intercity fishing program. There were about 120 participants.
 - Father/Daughter Dance tickets are on sale now. This year the dance has expanded to two nights, Friday, March 7, and Saturday, March 8.
 - The Mother /Son camp out will now be held in 2 locations. She said the popularity of this event requires two locations to maintain the intimacy of the event.
 - The spring brochure is being printed now. Programs have increased and this edition has grown by four pages.
 - This Saturday is the Tule Fog Run with 300 already registered. It is expected to increase to 400.
 - The department is still working with the swim teams and teams have been assigned to three schools. Commissioner Mann asked if Visalia has ever offered swimming for special needs children. Ms. Greenwood replied that there have not been classes targeted for that audience. She said one-on-one classes would be provided if the need arose.
 - A softball tournament meeting was held last Tuesday, and 40 days of tournaments have been booked.
 - The vendor now serving lunches for the Senior Center is stopping service. Elaine Dakessian, owner of Tres Bien Catering, will be cooking on-site for the Senior Center beginning February 3. The cost will be \$3.50, which is slightly more than current prices, but in line with the budget. Each day there will be a choice of the entrée or a salad. Ms. Dakessian currently cooks for St. Paul's School and she is in contact with the Tulare Senior Center and may cook for them as well.
- **Upcoming Parks & Urban Forestry Projects, Programs & Special Events.**
 - A homicide at Whitendale Park was reported by the Visalia Times Delta. He said a bale of hay was also burned in the east parking lot by the softball leagues storage building causing damage to their building a separate incident at the that park..
 - Annual maintenance is being performed at Plaza Park on the softball fields.
 - The budget process has begun, including CIP and employee requests.
 - The Lions Club installed the monument at Lions Park. They paid for the engineering, obtained the permits, and paid for the monument itself. It was a very professional project.
 - Arbor Day will be held on Saturday, April 26. The location is unknown at this time.
 - Earth Day, which is (remove) City sponsored event, will be held at St. Johns' Riverwalk on Saturday, May 3.
 - The pickle ball court project should be awarded on February 3, and should begin around March 1.
 - Drinking fountains have gone in at St. John's Riverwalk and Shannon Ranch.

Commissioner Calhoun asked about the Santa Fe Trail. Mr. Bean replied that the Santa Fe Trail is complete and the maintenance period has ended. Once the contractor completes the punch list the City will have control of it and signs will be installed. Commissioner Calhoun asked if Tulare County has done any work on their portion of the Trail. Mr. Bean did not know.

Commissioner Calhoun asked about some large trees that had been taken down. Mr. Bean said there were three large Valley Oak trees located at Court and Murray that were diseased and taken down. He said they were posted for removal since last November.

Commissioner Mann asked what the status was on Miki City Park. Mr. Bean said Mr. Melcher is working on this project and the Department of Fish and Game is involved in the waterways aspect. He estimated it would be at least a year before the project begins.

Commissioner Calhoun noted that she heard on public radio a segment on day lighting creeks and streams in cities. She said the trend is becoming more common, and it is nice to know that Visalia has been an early advocate of this idea.

- **Director's Report on Administrative Items.** Ms. Greenwood announced that CPRS District 7 sent out nomination packets for the 2014 awards. The award categories are volunteers, program, facilities, community service, and full-time/part-time employees. The dinner event will be held on March 28 at 6 pm in Hanford. She asked the Commissioners to let us know if they would like to attend.

Ms. Greenwood said the following will potentially be nominated:

- Fire Camp - Program Award,
- Boy Scout troop - Community Service Award,
- Ralph Vibeck - Volunteer Award, and
- Riverway Sports Park, Phase II – Facilities Award.

9. Commissioner's Requests & Comments:

- **North Visalia Neighborhood Advisory Committee.** No report.
- **Parks & Recreation Foundation.** No report.
- **Waterways & Trails Committee Report.** Mr. Filiponi reported that the Houston School Park Project is moving forward. The Visalia School District has purchased the Sciacca property and plans to build a school and a large public playground. The committee is proposing to ask Mr. Melcher to give a trails update for them and Bike to Work Week plans are in progress. Mr. Filiponi said Tulare County is working on a survey that should be completed soon. The committee discussed the Santa Fe Trail and the issue of organic blueberries along the trail, which is causing a delay.
- **Senior Citizens Advisory Committee Update.** Ms. Greenwood said that Senior Pride Bingo has donated \$10,000 for new tables. She said WIFI is now available at the Senior Center and soon there will be classes so seniors can bring their laptops and learn how to use them. She said that Senior Pride Bingo is also going to replace the old TV's with flat screen smart TV's. Ms. Greenwood said the spring Senior Center Open House is in the planning stages and part of the plan is to utilize the parking lot on the north side of the facility for additional space and to work with the County Probation Department across the street to use their lot for additional parking. The parking lot would be blocked off and have a tent for lunch seating with a stage area. It would be a different type of event than before. She said the Advisory Committee meeting had to be moved to the Anthony Center due to lack of facility because of the nine week UC Davis program on Health & Nutrition.
- **Swim Club Sub-Committee Update.** Commissioner Blue asked Ms. Greenwood to email him the pool assignments and the planned swim team practices. He said he would like to attend some in order to evaluate them for future discussion. Ms. Greenwood said she would be happy to forward the requested information.

10. Adjourn to Regular Meeting, February 18, 2014, at the Tulare County Library, Visalia Branch, 200 W Oak Street, 5:30 pm.

Commissioner Blue made a motion to adjourn and Commissioner Doi seconded the motion.

MOTION

Motion passed 4-0

Brenda Miernik
Senior Administrative Assistant