

Visalia Parks & Recreation Commission
Meeting Minutes May 20, 2014

1. Call Meeting to Order/Roll Call

The Visalia Parks & Recreation Commission met in a regular meeting on Tuesday, May 20, 2014, at the City Council Chambers, located at 707 W. Acequia St., Visalia, California. The meeting was called to order by Vice Chairperson Filiponi at 5:30 pm.

Present: Ben Filiponi, Lesa Mann, Shann Blue, Jason Kent, and Peter Thomas

Absent: Carla Calhoun

Staff: Vince Elizondo, Jeannie Greenwood, Jeff Fultz, and Brenda Miernik

Vice Chairperson Ben Filiponi welcomed the new Commissioner, Jason Kent.

- 2. Review and Approve the Minutes of the Regular Meeting, February 18, 2014.** Commissioner Filiponi called for a motion to approve the April 15, 2014 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. Overview of the 2014-2016 Parks and Recreation Department Budget.** Mr. Elizondo welcomed Mr. Jeff Fultz, the newly appointed Parks and Urban Forestry Manager, replacing Mr. Jim Bean, retired after 32 years with the City. Jeff has been the Parks Maintenance Supervisor for many years and brings a wealth of experience to the position.

Mr. Elizondo said budgets are presented to the Commission as an overview, but if anyone like to review it in its entirety, it will be provided. He said the process takes three to four months and the City tries to approve the budget prior to July 1. The fiscal year runs July1 through June 30.

Mr. Elizondo stated that budget information was not provided in the Commission packets because it was just presented to the Council last night.

Mr. Elizondo asked the Commissioners to review the General Fund Summary and said the key columns are the three to the right of the page. He said these show projected budget totals for the next three years, and the figures compare the Parks and Recreation (P&R) budget to other departments within the City. Typically, the P&R budget in the General Fund, is between eight and ten percent. He said other funding comes from the Enterprise Fund; it consists of the following accounts – building safety, parks, customer service, solid waste, and wastewater. The fund is based on the revenue that is generated from billing customers.

Mr. Elizondo drew attention to the FTE Positions Recommended page (blue shading). He said this represents the full time employees that the City will allocate in the new budget. He said Recreation will be receiving 1 fulltime new employee. He said at one time Recreation had 17 full time employees and they are presently down to 9. He said the Landscape and Lighting (L&L) funds come from the Enterprise Fund also. There are 180 L&L areas within the City, and as revenue comes in from property owners, the funds are allocated to contractors who serve the City of Visalia.

Mr. Elizondo presented the 2014-16 Major CIP Budget for Parks and Recreation. He said these projects were presented to City Council at the Joint Meeting held just a few months ago. These projects are ear-marked for some level of funding over the next two years.

- Modoc Basin Neighborhood Park – off of Riggin Street, 45 acres, currently in negotiations. Plans are for storm drainage from the Riverway Sports Park and neighborhoods, a neighborhood park, and an extended roadway to the north.
- Miki City Park –approximately 1/3 of an acre at the junction of Mineral King and Stephenson Street, project stalled due to the economy. With support from the Urban Tree Foundation a grant was awarded to the City and the project is moving forward. The grant consists of two phases. Phase I is to restore the creek and Phase II is to build the park.
- Southside Multi-Gen Center (Planning) and possible Community Pool – location County Center and Visalia Parkway.
- Hillsdale Park/Storm Basin (East Highway 198 Open Space) – 16 acres off of Highway 198 and Hillsdale Avenue. This depends on the Council adopting the 198 Open Space Plan. A possible Task Force will be established for public input.
- Eastside Regional Park (Planning) – Funding is earmarked for planning efforts. The project consists of approximately 240 acres, and is planned over 3 to 10 years. Mr. Loeb presented this at an earlier Commission meeting. Plans include storm basins for water recharge and future parks.
- East Civic Center Park – Three acres with two parks. The location will be west of the Chamber of Commerce Building and adjacent to the new Imagine U Museum. It will include the Emergency 911 Center, City Hall complex, Police Headquarters, along with residential units.

- Lincoln Oval Park Renovation – Funding is earmarked for additional security fencing, security lighting, and a new playground. A grant proposal has been submitted for this project and the City is awaiting a possible award letter within the next 30 days.

Mr. Elizondo asked if there were any questions, and there were none.

Ms. Greenwood, Recreation Manager, stated that projects proposed from the General Fund go through a committee review process to determine their funding priority. She said there are three level rankings with three sub-ranking levels.

Level 1 – Imminent health and safety issues, Council priorities, or contractual obligations.

Level 2 – Risk of health and safety issues, supports the General Plan, or results in savings or voids additional costs.

Level 3 – Promotes efficient operations.

Sub-ranking within the levels.

A – Health and safety, urgent need

B – Highly desirable/useful

Ms. Greenwood reviewed the list of project submittals for the Recreation Division. These projects are Capital Improvements, over \$10,000.

- CLASS Recreation Software, \$25,000. This software is used by the department to register residents for all classes, sports events, and facilities. It has been utilized for nine years and Active Network will not support it in the near future.
- Southside Multi-Generational Community Center, \$30,000. This funding will be used to develop conceptual plans. This process will include discussion of community needs and requirements, and at some point in time, the design could include a pool.
- Senior Center Main Room Flooring, \$19,200. The flooring has begun loosening and becoming a tripping hazard for the seniors.
- Concrete at the Anthony Community Center, \$14,400. There is an asphalt area behind the Anthony Community Center that needs to be converted to concrete and connected to the sidewalk.
- Toro Tractor for the Softball Program at Plaza Park. The tractor currently used is 12 years old and needs to be replaced. It will be replaced through the Equipment Replacement Program, in order to save money.

Ms. Greenwood discussed Minor Capital Outlay projects, per Division in the Recreation Department. This funding is for projects over \$1,000 but under \$10,000.

- Baby Changing Stations. These will be bartered for hand dryers in the restrooms due to cost savings.
- Personalized Event Campaign. This will be a tremendous addition to the Marketing Department.
- WIFI Access. This will be implemented at the Manuel Hernandez Community Center and it will end the expense of internet service. It will pay for itself in one year. Wifi is currently available at the Anthony Center and the Senior Center.
- Judo mats. These will be used for classes.
- Field striper. The fields will be striped in a more timely fashion than previously.
- Anthony Community Center gym. Gym lines will be repainted.
- Safety barriers. Installation will take place in the business office at 345 N. Jacob Street, to ensure employee safety.
- Electric car purchase. The purchase will be placed through the Wastewater Division to save money.
- Garbage disposals at the Senior Center. Funding is available for one. There are actually two that need replacement.

Ms. Greenwood asked if there were any questions, and there were none.

Mr. Jeff Fultz, Parks and Urban Forestry Manager, reviewed the list of project submittals for the Parks Division.

- Plaza Park Softball Field Lights, \$53,000. These poles are 30+ years old and three fell last year. Half will be done in the first year and the other half next year.
- Plaza Park Softball Fencing, \$12,500. Fencing located on fields 2 and 3. This is a safety issue.
- Well Pumps for Various parks, \$6,750. Some of the pumps are 10 to 15 years old and they are worn out. Three will be replaced and some funding will come from grants.
- Variable frequency drive, \$9,500. These are control panels for well pumps so that we can reduce the amount of the amount of water pressure going through the lines.
- Parking lot maintenance, \$150,000. This amount includes downtown parking lots and park parking lots.
- Riverway Sports Park Water Feature, \$14,400. The funding source is from Capital Improvements and will repair some lines and nozzles under the concrete that are plugged, and replace the entire pour-in-place at the water feature.

Mr. Fultz discussed Minor Capital Outlay projects for Parks.

- Purchase and install new Rain Master wireless controls in parks.
- Installation of drinking fountain for small dog area at Plaza Park. Currently there is not one.
- Reroof City buildings.
- Backhoe attachment for the Bobcat.
- Replace one vehicle, a pickup truck.

Mr. Fultz asked if there were any questions.

Mr. Elizondo said this concludes the complete report on the 2014-15 budget. He asked if there were any questions.

Commissioner Kent asked what the reasoning is for trading out the baby stations for the hand dryers.

Ms. Greenwood stated that Anthony Community Center is the first center to have the hand dryer, as opposed to towels. She noted the restrooms are much cleaner, and there are less maintenance costs. She said the dryers are very cost effective and sanitary. She said the department hopes to have the baby changers where they are needed in the future.

5. **Discussion of the Joint Meeting with the Waterways & Trails Committee Regarding the Proposed Greenway Trail, held May 6, 2014.** Mr. Elizondo stated that at the Joint Meeting with City Council held May 6, 2014, the Commissioners heard the details of the proposed Greenway Trail on the east side of town. The trail will run north and south under the Southern California Edison (SCE) power poles. The presentation was given to City Council last night in a closed session. Council unanimously supported the project and voted 4-0 to move forward with the design process.

6. **Proposed Proclamation – Proclaiming July as Parks & Recreation Month.** Mr. Elizondo said that a proclamation is requested from Council every year for this event. He said City staff is asking the Commission to authorize the department to finalize a new proclamation for this year and present it to Council for approval. Since the department is celebrating its 75th anniversary this year, a video will be presented and Commissioner Calhoun, Chairperson (if available), will accept the proclamation on behalf of the Commission.

Commissioner Filiponi called for a motion to approve the request. Commissioner Blue moved to approve the request as presented, and Commissioner Mann seconded the motion.

MOTION

Motion passed 4-0

7. **Discussion of Parks and Recreation Commission Goals and Objectives.** This item was tabled until all Commissioners are present.
8. **Update on City Council Reports & City Staff Announcements.**

- **Upcoming Recreation Programs & Special Events.** Ms. Greenwood reported the following.
 - The summer brochures are out and the department is already working on the fall brochure.
 - The spring season was very good. There were 1100 participants in classes ranging from tiny tots to seniors. There were increases in Youth baseball, from 369 to 406 this year. Youth volleyball jumped from 292 to 356 this year. Spring break day camp tripled in attendance and three new specialty camps were added to spring break. Adult basketball increased 4 teams over prior year. Adult softball increased by six teams.
 - Swim team registration has begun and they are in training now. Swim teams actually start in June. We have 446 registered for teams.
 - The Eggstravaganza and Dia De Los Ninos were very successful.
 - Our 1st Hershey's Track and Field Competition at the COS track. There were 50 participants.
 - The Mother /Son camp out was Saturday, May 17, with 81 campers at Sunset Park.
 - The department has been working with outside organizations to bring special events into Visalia. Last Saturday the Color Vibe Run was held, which had 2400 participants at Riverway Sports Park. Fortunately baseball decided to wait until the afternoon, which made additional parking available for the event.

Commissioner Mann asked if the City subsidized the Color Vibe event in any way. Ms. Greenwood stated no, and they paid for full use of the park. Commissioner Filiponi noted that the proceeds were donated to the Pro Youth Heart Program, a charity in Visalia; who in turn provided the labor for the event. No candy was disbursed at this event.

- This Saturday the Optimist Club will host the 36th annual Fishing Derby at Plaza Park Pond.
- On May 31 the department will host the second Mother/son campout at Kiwanis Park.
- Also on May 31, K Jug Jugfest will take place at Plaza Park. Headliners are Justin Moore and Colin Ray.

- Ms. Greenwood said the department, fulfilling their commitment to community outreach, participated in Senior Day at the Park last Friday, which was well attended. The department also sponsored a booth at the Earth Day event earlier in the month.

Commissioner Mann said it had been reported previously that participation in the Adult softball program had fallen off. She asked if that was still true. Ms. Greenwood stated that it had, but it is good to see it active again. Commissioner Mann asked if other communities are experiencing the same trend. Ms. Greenwood replied that team sports, in general, are declining.

Commissioner Filiponi asked about Valley Oaks Golf Course and rumored changes that are going into effect.

Ms. Greenwood replied that in order to maintain the integrity of the course and to comply with the Stage 4 Watering Regulations (30% reduction), the management team is reducing watering on one of the nine-hole courses. The rough areas around the course are not being watered. Another change taking place is to take the nine-hole course and making an 18 hole short course. Foot golf, a new sport generated from Europe, will be revenue generating venue. The short course is also family friendly and requires less time on the course. She said the department is sponsoring the first tournament there.

• **Upcoming Parks & Urban Forestry Projects, Programs & Special Events.**

- The water feature at the Riverway Sports Park has been repaired, and will be operating tomorrow.
- The parks are now on the Stage 4 restrictions and the grass will be a little yellow. Our goal is to reduce water not kill our trees or shrubs.
- The irrigation project is still in progress at St John’s Riverwalk. There was remaining funding and we are adding irrigation to the trees that front Ben Maddox.
- Arbor Day, held Saturday, April 26, at Pinkham Ponding Basin, was successful. 300+ trees and shrubs were planted by the Church of Jesus Christ Latter Day Saints.
- The restrooms at Blain Park are getting new tile and stainless steel sinks. Porta-potties are available for the public.
- The pickle ball courts have not begun yet but hopefully they will next week.
- AT&T is leasing space to place Cell Towers at Riverway Sports Park and it will begin in about 2 weeks.

- **Director’s Report on Administrative Items.** Mr. Elizondo announced that on June 26, 2014, the City will host a reception for the Commission and Committees at the Valley Oak Golf Course, 5:30 pm. Mark your calendars and more information will be forwarded as we receive it.

9. **Commissioner’s Requests & Comments:**

- **North Visalia Neighborhood Advisory Committee.** Vacant.
- **Senior Citizens Advisory Committee.** Commissioner Mann said the Open House was discussed at the meeting. They had 400 in attendance the seniors were very pleased. Senior Pride Bingo donated new round tables that are being utilized at lunch time. The meal counts are going up and the social atmosphere is enhanced with the new tables.

Commissioner Mann stated the Mural Committee that she served on presented their recommendations to City Council last night and it went well. There are now standards for murals located within the City.

Commissioner Mann said a friend of hers was sailing his model sailboat at Plaza Park Pond and the Ranger told him he had to leave, it is against park rules . She asked someone to explain this to her.

Mr. Fultz said that sailboats were not actually included in the Ordinance; it is against the rules to sail a motorized boat in City parks. He said he would discuss this with the Ranger and get back to her.

- **Parks & Recreation Foundation.** Vacant.
- **Waterways & Trails Committee Report.** Commissioner Filiponi said he had no information to relay since the May 6, Joint Meeting.

10. **Adjourn to the Regular Meeting, June 17, 2014, at the Council Chambers at 707 W. Acequia Street, at 5:30 pm.**

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

MOTION

Motion passed 4-0

Brenda Miernik
Senior Administrative Assistant