

Visalia Parks & Recreation Commission Agenda



For the regular meeting of:

Tuesday, September 20, 2016

Time: 5:30 p.m.

**Location: Council Chambers
707 W. Acequia Street**

Chairperson	Carla Calhoun
Vice-chairperson	Ben Filiponi
Commissioner	Shann Blue
Commissioner	Vacant
Commissioner	Peter Thomas
Alt. Commissioner	Justin Sweet
Alt. Commissioner	Vacant

- 1. Call Meeting to Order & Roll Call.**
- 2. Review and Approve the Minutes of the Regular Meetings, August 16, 2016.**
- 3. Introduction of New Employees: Colleen Moreno.**
- 4. Public Comment or Written Communication.**

At this time, those in the audience are encouraged to address the Commission on any item not already included on tonight's agenda. The Commission cannot legally act on a matter that is not on the agenda. However, the Commission can investigate an issue and respond within a reasonable period. Speakers will be limited to a 5 minute presentation unless granted additional time by the Commission Chairperson.
- 5. Request to Reduce Hours at Community Campus Park.** *Discussion led by Jeannie Greenwood, Director, Parks and Recreation (15 minutes).*
- 6. Discuss Potential Candidates for Vacant Commissioner and Alternate Positions.** *Discussion led by Commission Chairperson Calhoun (15 minutes).*
- 7. Annual Report on Youth Enrichment Programs.** *Report and presentation by Freddy Arias, Recreation Supervisor (15 minutes).*
- 8. Annual Report on 2016 Aquatics, Report and Presentation by Eric Ferreira, Recreation Supervisor (15 minutes).**
- 9. Update on Make-a-Difference Day, Oral report by Jeff Fultz, Parks & Urban Forestry Manager (5 minutes).**
- 10. Update on City Council Reports & City Staff Announcements:**
 - Upcoming Recreation Programs & Special Events.** *Oral report by Laurissa Roggenkamp, Recreation Manager (5 minutes).*
 - Upcoming Parks & Urban Forestry Projects, Programs & Special Events.** *Oral report by Jeff Fultz, Parks & Urban Forestry Manager (5 minutes).*
 - Director's Report on Administrative Items.** *Oral report by Jeannie Greenwood, Director, Parks & Recreation (5 minutes).*
- 11. Commissioner's Requests & Comments:**
 - Parks & Recreation Foundation Report.** *Vacant.*
 - Waterways & Trails Committee Report.** *Oral report by Commissioner Filiponi (5 minutes).*
 - North Visalia Neighborhood Advisory Committee Report.** *Oral report by Commissioner Thomas (5 minutes).*
- 12. Adjourn to the Regular Meeting, Tuesday, October 18, 2016, at the Council Chambers, 707 W. Acequia, at 5:30 p.m.**

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Any written materials relating to an item on this agenda submitted to the Parks & Recreation Commission after distribution of the agenda packet are available for public inspection in the Parks & Recreation Office, 345 N. Jacob Street, Visalia, CA 93291, during normal business hours.

Visalia Parks & Recreation Commission
Meeting Minutes
August 16, 2016

1. Call Meeting to Order/Roll Call

The Visalia Parks & Recreation Commission met in a regular meeting on Tuesday, August 16, 2016, at the Council Chambers located at 707 Acequia Street, Visalia, California. The meeting was called to order by Chairperson Carla Calhoun at 5:34 p.m.

Present: Carla Calhoun, Shann Blue, Ben Filiponi and Peter Thomas

Absent: Justin Sweet

Staff: Jeannie Greenwood, Jeff Fultz, Laurissa Roggenkamp and Brenda Miernik

2. Review and Approve the Minutes of the Regular Meeting, July 19, 2016. Commissioner Blue moved to approve the minutes as presented, Commissioner Filiponi seconded the motion.

MOTION

Motion passed 4 -0

3. Introduction of New Employees. Commissioner Calhoun introduced Arianna Ornelas, Ben Marquez, and Holly Ellis, new Recreation Coordinators. Ms. Roggenkamp read bios on each employee and they were welcomed by the commissioners.

4. Public Comment: None.

5. Annual Report on Youth Enrichment Programs. The report was tabled for the September meeting.

6. Discussion of Date and Potential Items for the Upcoming Joint Session with the North Visalia Neighborhood Advisory Committee. It was decided by consensus to postpone this meeting to a future date. Lincoln Oval Park is undergoing improvements at this time and if necessary, the meeting will be rescheduled upon completion.

7. Discuss Potential Candidates for Vacant Commissioner and Alternate Positions. Commissioner Calhoun asked if the two applications presented were all that were available. Ms. Greenwood affirmed that number. Commissioner Calhoun stated the commission could chose to invite the applicants to the next meeting for formal interviews or wait until a specified time in order to further recruit applicants. Ms. Greenwood said the department could utilize social media as well as create a press release to the public to recruit. Commissioner Blue asked if Mr. Sweet would automatically move into the voting commission position. Ms. Greenwood stated no, he would interview along with the other applicants as well. The City advertises openings in the committees and commissions in newspapers and magazines regularly; and the City Clerk accepts the applications and forwards them to the appropriate staff representatives. Commissioner Calhoun suggested waiting another month, check with the applicants and Mr. Sweet as to their interest in the position, and move forward next month. The commission agreed.

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

• **Upcoming Recreation Programs & Special Events.** Ms. Roggenkamp reported the following:

- Fall programming has begun. The After School Activities Program now has five school sites, and so far in the month of August, 453 children have enrolled.
- Youth Sports Division – NFL Flag football and Volleyball starts in September.
- The 8th Annual Corporate Games will begin September 23 through October 10. There are four teams registered and there is still a month to go. Sixteen to eighteen teams are projected this year.
- A beach party was held at the Visalia Senior Center on Saturday. They had a Hawaiian shirt and limbo contests. Sixty three lunches were served that day. The Visalia Senior Center Fall Open House will be held Friday, September 16, from 4 to 7 pm.
- The first Concert in the Park will be held on September 17 at Riverway Sports Park. Stillwater band will be entertaining the crowd.
- A pickleball tournament in October was advertised by the Visalia Times-Delta and the Exeter Times Gazette will be presenting an article on our new program, the VISA Club. This is an acronym for Vibrant, Intelligent, Social and Active. This program will offer games on particular evenings for socializing and entertainment.

Commissioner Blue asked if there was a staff calendar of all the events the department offers. Ms. Roggenkamp stated each year in November or December department staff meets to schedule the following year's Special Events. She said dates change but the months are planned out. She said she could arrange for a monthly calendar for the commission and he said that would be very helpful.

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

- Engineering is still working on the cameras for Oval Park.
- The Riverway Sports Park field renovation is complete.
- The Miki City park project is underway.
- Make a Difference Day is October 22 and smaller projects will be on the program list.
- Trails that are progressing are Mill Creek Trail and Jennings Ditch, utilizing grant funding.

Commissioner Calhoun said she and Ms. Greenwood have discussed inviting a member of Engineering to a meeting to discuss trail design in the future. Ms. Greenwood noted that the plans for the ATP have not gone out to any committees or commissions and they could be expected in October or November.

- **Director's Report on Administrative Items.** Ms. Greenwood reported the following.

- The public input period for the Stasio property ground cleanup project closed yesterday. That project will be mobilizing soon to meet the grant timelines. Ultimately that site will serve as the St. John's Trailhead. The City continues to have problems with the houses due to transients breaking in and creating damage. It's possible that a demo project will take place.
- The CR Shannon Complex is closed for renovation until the first of August.
- The Archery program is going strong and the department is designating areas for it. Ms. Greenwood said the class is utilizing the over flow parking area at Riverway Sports Park.
- The non-resident policy was not approved by commission a few years ago but it is coming to the forefront again. Many non-residents come to Visalia and ask for facilities or activities to be offered to them and the City does not have the funding available. This is being brought up by Council and Administration and it will probably be asked of the commission to address it again.

Commissioner Calhoun noted that there are small unincorporated communities that would be discouraged by the fee and it would be unfortunate for this to occur.

- Senior Games – several planning meetings have taken place. Events have been expanded and some very exciting chairs have come forth with experience and knowledge to lead the games. Track and field was a most requested event, and some experience is coming from the local high schools. The second most requested event was swimming and the swim team board members are being solicited for the swim meets. These events were not in last year's Senior Games. We have also included 3 on 3 basketball, women and men's soccer, and women's volleyball. Exhibition Judo will be added as well.

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

- **Parks & Recreation Foundation.** *Vacant*
- **Community/Aquatic Center Ad Hoc Committee.** Commissioner Blue said there have been no meetings scheduled.
- **Senior Citizens Advisory Committee.** Commissioner Filiponi did not attend the meeting due to a planned vacation.
- **Waterways & Trails Committee Report.** Ms. Greenwood said the committee approved a new member and he was approved by Council last evening. The next meeting conflicts with the Council meeting in September so we are looking at an alternate meeting place. The new Bike and Trail maps are in circulation.
- **North Visalia Neighborhood Advisory Committee.** Commissioner Thomas noted nothing new has happened. Commissioner Calhoun suggested waiting until the commission had a full slate before assigning one to current commissioners. Ms. Greenwood suggested that the Senior Citizens Advisory Committee wasn't necessary now because it was based on fee waivers for groups to use the facility and those have really dwindled. Commissioner Calhoun asked if it could be addressed in her Directors Report, and Ms. Greenwood agreed that it could. Commissioner Filiponi asked if the Ordinance Review sub-committee would restart. Ms. Greenwood stated since

it has become difficult to schedule meetings with everyone, this project will be directed to staff and they will present it to the commission for approval. Commissioner Thomas said he has information on other City's ordinances and he would forward it to Ms. Greenwood for consideration.

8. **Adjourn to the regular meeting, September 20, 2016, at the Council Chambers located at 707 W. Acequia Street, at 5:30 p.m.**

Commissioner Blue moved to adjourn and Commissioner Filiponi seconded the motion.

MOTION

Motion passed 4-0

Brenda Miernik,
Senior Administrative Assistant

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