

**Visalia Parks & Recreation Commission**  
**Meeting Minutes**  
**May 15, 2018**

**1. Call to Order/Roll Call**

The Visalia Parks & Recreation Commission met in a regular meeting on Tuesday, May 15, 2018, at City Council Chambers, City Hall, 707 W. Acequia. The meeting was called to order by Chair Filiponi at 5:30 p.m.

**Present:** Ben Filiponi, Steven Woods, Rick Eastes, Patrick Lozano and Lisa Walsh

**Absent:** Shann Blue

**Staff:** Jeannie Greenwood, Laurissa Roggenkamp, Jeff Fultz, and Kathleen Machado

**2. Review and Approval Minutes:** The regular meeting minutes of April 17, 2018, were motioned for approval by Commissioner Eastes, seconded by Commissioner Lozano, motion carried 4-0.

**3. Public Comment:** None

**4. Annual Report to City Council, Discussion lead by Commission Chair Ben Filiponi**

Parks and Recreation Director Jeannie Greenwood said in years past the Parks & Recreation Commission would put together the annual report. Copies of the most recent report from 2015 were included in the meeting agenda packet as an example. The P & R Commission would prepare the report and take it to the Visalia City Council joint meeting held in March. A report was not done in 2016. The Committees and Commissions Handbook states that each committee and commission will provide Visalia City Council with an annual report; that they would like those reports in June. Generally the Chair would go through past agendas and compile a list that would include items discussed or events the commission had taken part in; include annual goals and objectives; and add the Commission's attendance roster. Commissioners reviewed the 2015 example report and discussed ideas of content and format. Director Greenwood suggested that they send their submissions to her and that she will send them to Commissioner Filiponi so that he can draft the report to be reviewed at the June meeting.

**5. Committee and Commission Recognition Event, Jeannie Greenwood, Parks & Recreation Director –** Director Greenwood reminded the Commission of the Commission and Committee Recognition Dinner scheduled for Thursday, May 24, 2018 at 6:00pm at the Convention Center. She asked commissioners to RSVP with staff representative Kathleen Machado.

**6. Update on City Council Reports & City Staff Announcements:**

**Upcoming Recreation Programs and Special Events** *Laurissa Roggenkamp, Recreation Manager*

- The annual Mother and Son Campout event was held at Burke Park, Saturday, April 28<sup>th</sup>. Attendance was down to 85 participants, compared to about 120-130 in years past. Other local special events may have been why attendance was down. Will be scheduling the event on a different date next year to hopefully boost attendance.
- The annual Dia de los Ninos event was held at Summers Park, Sunday, April 29<sup>th</sup>. There were 220 attendees and 12 vendors at this event.
- At the Visalia Senior Center, 45 lunches served at the Cinco de Mayo Luncheon and 52 lunches were served at the Mother's Day Luncheon.
- The third annual Mother's Day Tea Party was held, Sunday, May 6<sup>th</sup>. There were 85 tickets sold for that event. This event was sold out.
- The Recreation Division went 'live' with new registration software on May 1, 2018. The first week of using the software was a big learning curve for all. Manager Roggenkamp spent much time troubleshooting in the business office. The business office staff did a great job at communicating with customers. Customers were accommodating and thankful for the new software because they had used

the old software online and believe that the new system would be more beneficial. There are already 160 participants enrolled in group swim lessons after only 15 days of registration. Priority registration was offered to Visalia residents May 1<sup>st</sup> through May 15<sup>th</sup>. Open enrollment began May 16<sup>th</sup>. We've began accepting park arbor rentals online as well. About 8 or 9 have filtered through. The software generates and email that goes to Director Greenwood, and she forwards them to Manager Roggenkamp and office staff for review before approving the rentals.

- In April, the Visalia City Council approved the recommendation from the Parks and Recreation Commission granting a fee waiver to the Visalia Optimist Club to hold their annual Fishing Derby at Plaza Park on Saturday, May 19, 2018.
- Commissioner Woods suggested that the Boy Scouts be contacted to attend the next Mother and Son Campout to assist with setting up tents. He added that if they were to show up in uniform that they could talk to the mothers and sons about Scouting.
- Manager Roggenkamp announced upcoming events in May and June that included Rec on the Move at Burke Park on 5/17/18, the South Side Community Center meeting at the Whitendale Community Center on 5/17/18, this will be the last community meeting with renderings from the design group. The 'Moana Night Under the Stars' event scheduled for Saturday, May 19<sup>th</sup> has received 120 shares on social media. This will be at Riverway Sports Park. The Committee and Commissions Recognition Dinner will be on 5/24/18. The Recreation Division business office will be closed Monday, 5/28/18 in observance of Memorial Day. June 4<sup>th</sup> will be the first start date of many summer activities. In mid-June Movies in the Park, Community Pool Parties and Dive-In Movies will start.
- Commissioner Eastes asked if the COS pool would be part of the Recreation summer programming. Manager Roggenkamp responded by saying that COS does not want people using it right now, but that staff will continue to contact them. Staff did reach out to the head coach of the COS swim and she was able to spread the word that we were recruiting lifeguards and swim coaches. This year's Aquatics staff recruitment went well and this is the first time in four years that the department has been able to fill all lifeguard positions.
- Commissioner Lozano asked for a debriefing on the renaissance fair. Manager Roggenkamp said that she would contact the organizers for their attendance numbers. Manager Roggenkamp added that there had been an accident where a vehicle ran into a water fountain, and that we will be receiving compensation from them for a replacement. One of the fire inspectors shared that she needed to ask them to move some of their barbecue pits. Parks and Urban Forestry Manager, Jeff Fultz, added that they had parked on the turf at some point without reason for doing so and the Park Ranger instructed them to move the vehicle(s).

#### **Upcoming Parks & Urban Forestry Projects, Programs and Special Events** *Jeff Fultz, Parks & Urban Forestry Manager*

- Parks and Urban Forestry Manager, Jeff Fultz announced that Arbor Day was held on 4/28/18. He added that this is Visalia's 35<sup>th</sup> year designated as a "Tree City USA". The event was held at Mill Creek Trail behind the VECC (Visalia Emergency Communications Center), on the Jennings Ditch area (420 N. Burke Street). More than 400 plants and trees were planted. There were 22 volunteers, totaling 59 hours of labor for the City of Visalia. On 4/29/18 there was another event at Lincoln Oval Park where volunteers spread wood chip in planters and along the east side of the wrought iron fence. Twenty-two volunteers attended totaling 53.75 hours of labor. Combined volunteer hours from both events brought 112.75 hours of free labor for the City of Visalia.
- The Riverway Sports Park water feature will be open beginning Monday, May 21<sup>st</sup>. It will operate seven days per week from 11:00am-8:00pm. Once temperatures reach above 100 degrees it will operate 10:00am-8:00pm. They are currently working on the water feature located at the North Precinct/Community Campus but it is not currently working.
- The recruitment for the Landscape Inspector position for trails and general fund areas has concluded and the position should be filled in June.
  - A recruitment for a Park Maintenance Technician, funded by Measure N was released earlier

this week. Once the position is filled they will recruit to fill the Park Maintenance Worker position, also Measure N employee. These positions should be filled in July and August.

**Director's Report on Administrative Items** *Jeannie Greenwood, Parks & Recreation Director*

- Director Greenwood informed the Commission that Visalia City Council had a discussion on the South Side Community Center. As part of the budget process, the multi-year CIP program was presented to the Council for their feedback. In the proposed budget, funds were designated from the Park Impact Fund for the South Side Community Center. \$400,000 was included in the next two-year cycle for design work and \$4 million was designated in the outer years for project construction. During the discussion, some Council members questioned the need for a south side community center and others advocated for a pool rather than a community center. After discussion, the Council pulled the project from the budget and would like to have a full discussion on the center and/or aquatic complex prior to approving a budget for either project. Director Greenwood explained that the conceptual design is almost done. There will be a South Side Community Center meeting on Thursday, 5/17/18 to review the final rendering. Director Greenwood said that the aquatics study group is comprised of people who have spent their lives and careers in the aquatics industry, whose common desire is to have a 50-meter pool in Visalia. She added that an aquatics center with a variety of pools for recreational activities can be cost recovering. And that in theory a competitive pool hosting large events would stimulate the economy. The reality to this is that there are other 50-meter pools in nearby surrounding cities (Porterville, Reedley, Clovis) to compete with to host large events. The Parks and Recreation Commissioners and staff discussed the cost of building, operating and maintaining an aquatics center. Commissioner Woods asked when Visalia City Council wants an answer from the Parks and Recreation Commission. Director Greenwood answered that there is not a deadline. She explained that the funding had been pulled from the budget but that it could be taken back to Council to be allocated at a later date. Director Greenwood said that she has attended the meetings for the aquatics facility; that they are very aware and conscious of costs and will have a cost recovering plan. They are also looking at ways to solicit funding for the project. Alternate Commissioner Lisa Walsh asked Director Greenwood to confirm that \$4.4 million was the amount being held up by Council. Director Greenwood explained that this is budgeted as a six-year CIP plan. The current budget only funds the first two years, \$400,000 for design work, and then \$2 million two consecutive years to go towards development. Alternate Commissioner Walsh suggested building the Southside community center with a competition pool. Commissioner Eastes commented that the site isn't large enough. It was asked where the proposed aquatics center was to be located and Director Greenwood answered that it would be at Goshen Avenue and Burke Street. Director Greenwood said that they would be meeting with the consultants on Thursday and would be bringing the rendering to the Parks and Recreation Commission in June, and then ultimately take it to the City Council, adding that the Commission would participate in taking it to Council. The Commission and staff discussed community outreach attempts, the lack of response and suggested possible options of connecting with the south side citizens. Commissioner Woods suggested looking at community centers regionally to see what is successful and how they are being used to determine if a community center in this region is needed.
- Director Greenwood reported that she has been working on the department budget which will be adopted in June.
- Staff has had the opportunity to meet with the new president and past president of AYSO (American Youth Soccer Organization), with Commissioner Woods present representing the Parks and Recreation Commission. The topic of discussion was renewing their contract which expired in December 2017.

**Commissioner's Requests & Comments:**

**North Visalia Committee – Mr. Ludekins reported:** The City Manager visited their most recent meeting. Devin Jones also attended. There was discussion about money available for development. The H.O.P.E. report had good news in the sense that 12 homeless people had moved out of the area. He announced that there is now a

Federal program available for the north side where people can invest and write off for tax credits, to go towards development. There are a number of new developments with restaurants and doctor offices. They have met with business from the north side of the city to discuss items such as signage dealing with the homeless.

**Foundation** –*Commissioner Woods reported:* At the last meeting of the Parks and Recreation Foundation Parks and Recreation Director Jeannie Greenwood spoke about the Eggstravaganza celebration, Arbor Day, Rec on the Move, Swim Team Tryouts, Dia de los Ninos, Phase 5 at Riverway Sports Park, the Senior Center mural second rendering by artist Stevie Daniels for \$5,000; the Cornhole Tournament made \$500. New members are needed. Anyone interested can contact Carol Hoppert Hays.

**South Side Community Center:** Discussed by Parks and Recreation Director Jeannie Greenwood in the Director's Report.

**Waterways & Trails:** *Parks and Recreation Director Jeannie Greenwood* reported: There was a discussion on bike racks and the regulations related to commercial properties being required to provide bike racks. One of the committee members is requesting for an ordinance requiring for businesses to provide bike racks. They are currently reviewing an existing City of Visalia regulation that is part of the building code and how it's being implemented through the site plan review process. New development must have designated bicycle parking, and those having remodeling work done will have to add them as well once a certain dollar amount is met. Additionally, with the project for the St. John's Trail that goes under Highway 63 into Riverway Sports Park, the Waterways and Trails Committee would like to see a monument placed at that location like the one at the trailhead on Ben Maddox. They have been discussing designs and will solicit financial support from some of the service clubs.

**Motion to adjourn** at 7:15p.m. by Commissioner Woods, 2<sup>nd</sup> by Commissioner Lozano, motion unanimous.

Respectfully submitted by,  
Kathleen Machado  
Senior Administrative Assistant