

APPROVED 3/8/22

Visalia Parks & Recreation Commission

Meeting Minutes

February 8, 2022

Call to Order/Roll Call

The Visalia Parks & Recreation Commission met in a regular meeting on Tuesday, February 8, 2022, at City Hall West located at 707 W. Acequia Avenue, in Council Chambers. The meeting was called to order by Commission Chair Steven Woods at 5:30pm.

Members Present: Steven Woods, Lisa Walsh, Edgardo Monroy and Samantha Wagner

City Staff: Jeremy Rogers, Alvin Dias, Laurissa Roggenkamp and Kathleen Machado

Guest(s): Randy Smith and Cheryl Vera, Guild of Saint Mortimer

1. Public Comment: None

2. Review and Approve the Minutes of the Regular Meetings of January 11, 2022

MOTION: Motion to approve the minutes as presented, Wagner/Monroy; Motion carried 3-0

3. Application Review and Approval Request for Closure of Plaza Park for Tulare County Renaissance Fair, Laurissa Roggenkamp, Recreation Manager

- **Recommendation:** City Staff recommends that the Parks and Recreation Commission approve the request by the Guild of Saint Mortimer to close Plaza Park to the public Friday, April 8th - Sunday, April 10th for the 31st Annual Tulare County Renaissance Fair along with the conditions set forth by the City's Special Event Committee.

- Commissioner Monroy asked if the closure would be the whole park. Ms. Roggenkamp said that the softball fields (except Field 5), the dog park, the tennis and pickleball courts are not part of the closure.
- Commission Chair Woods asked where the overnight camping would take place in the park. Staff pointed to the space on a site map indicating that location.
- **MOTION:** Motion to approve as presented: Woods/Monroy; Motion carried 4-0

4. Contract Review and Recommendation – Visalia Youth Softball Association and Kaweah Little League Softball dba Sequoia Softball, Laurissa Roggenkamp, Recreation Manager

- **Recommendation:** City Staff is requesting the Parks and Recreation Commission make a recommendation to City Council the approval of the facility usage contracts with Visalia Youth Softball Association (VYSA) and Sequoia Softball (SEQUOIA) for the use of the softball complex at Riverway Sports Park.

- Commission Chair Woods suggested adding the language, "As rates are adjusted, so shall SEQUOIA's field rental rate and field light use rate."
- **MOTION:** Motion to approve with recommended changes: Woods/Wagner 4-0

5. Update on City Council Reports & City Staff Announcements:

- **Recreation Programs and Special Events – Laurissa Roggenkamp, Recreation Manager**

- Spring 2022 Adult Softball and Adult Soccer registration has started. Enrichment activities are currently being entered into the registration software; registration begins Monday, 2/14/22. Staff is working on a digital Guide with a QR code to be posted at facilities and on the website.
- VUSD has approved Spring and Summer 2022 pool usage. Staffing will be key to determine what activities can be offered.
- Spring 2022 Special Events
 - Día de Los Ninos at the end of April 2022
 - Arbor Day

- Riverway Sports Park Softball Complex Ribbon Cutting and Pillars of Fame Induction Ceremony mid to late May
- **Parks & Urban Forestry Projects, Programs and Special Events** – *Alvin Dias, Parks & Facilities Manager*
 - Park Projects
 - Blain Park arbor projects bids received
 - No bids received for Riverway Sports Park soccer fields renovation, working on procuring contractor bids
 - Perry Family Park rubber resurfacing
 - Fencing installation around Plaza Park softball fields
 - Trail surfacing project to start
 - Packwood Trail is almost completed. Concrete seating installed between County Center and Mooney Boulevard
 - Staffing update
 - Initial panel interviews for Tech position 2/10/22
 - Maintenance Worker position testing on 2/15/22
 - Working on CIP's
- **Administrative Items** – *Jeremy Rogers, Community Services Director*
 - COVID continues to affect operations, but we're recovering and moving forward
 - Excited to offer Recreation programs and activities
 - Capitol Improvement Projects
 - 66 projects submitted after full analysis of entire department
 - Commissioner Walsh asked for the rough dollar value of the projects; \$44 million, with \$14 million the first year, but \$7.8 million was the inclusive playground listed as a CIP even though it was fully funded.
 - Parks and Buildings staff helped set up for the Home Expo at the Convention Center due to short staffing

6. Commission Requests and Comments:

- Commission Chair Woods suggested having conversation to receive more details on the 66 items included on the CIP request. Community Services Director Jeremy Rogers said that this will be added as an item on the March meeting agenda.
- **Visalia Community Enhancement Foundation Report** – *Lisa Walsh, Commission Vice Chair*
 - Met on 1/27/22
 - Seeking low level projects to assist with
 - Contacted by Momentum Broadcasting to fund Concerts in the Park; not in a position to do at this time
 - Reaching out to local colleges to find students willing to help with social media and fund raising

Adjourn to the Regular Meeting of Tuesday, February 8, 2022

Meeting adjourned at 6:03pm

MOTION: Motion to adjourn. Monroy/Woods; Motion carried 4-0

Respectfully submitted by,

Kathleen Machado,

Senior Administrative Assistant

City of Visalia, Community Services Department