

**Visalia Parks & Recreation Commission  
Meeting Minutes  
November 15, 2022**

**Call to Order/Roll Call**

The Visalia Parks & Recreation Commission met in a special meeting on Tuesday, November 15, 2022, at City Hall West located at 707 W. Acequia Avenue, in Council Chambers. The meeting was called to order by Commission Chair Lisa Walsh at 5:30pm.

**Members Present:** Steven Woods, Lisa Walsh and Edgardo Monroy

**City Staff:** Kelli Kincaid, Alvin Dias, Laurissa Roggenkamp, and Kathleen Machado

**1. Public Comment:**

- a. Kathy Falconer, Visalia Environmental Alliance (Visalia, CA) – Expressed interest in working with the City of Visalia at an Earth Day event
  - i. Provided a handout to the commission members
- b. Nancy Hawkins, Tulare-Kings County Master Gardeners (Visalia, CA) – Expressed interest in supporting and participating in an Earth Day event

**2. Review and Approve the Minutes of the Regular Meeting of October 11, 2022**

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

**3. Update on the Proposed Riverway Sports Park Dog Park, to Include the Design of a New Overflow Parking Lot – Alvin Dias, Parks & Facilities Manager**

**4. Update on City Council Reports & City Staff Announcements**

- **Recreation Programs and Special Events – Laurissa Roggenkamp, Recreation Manager**
  - Winter program registration opened 11/1/22
  - Youth Basketball League registration ends 11/18/22; 660 currently registered; met with John Perez (VUSD) to request access to gyms for games
  - 11/23/22 - Visalia Senior Center Thanksgiving Luncheon, 11:30am-1:00pm
  - 12/13/22 – Spectrum Santa Visits; confirmed Visalia Breakfast Lions donation \$300 for this event, thus lowering the registration cost for families
  - Hiring process has started for 2 Recreation Coordinators
- **Parks & Urban Forestry Projects, Programs and Special Events – Alvin Dias, Parks & Facilities Manager**
  - Employment Recruitments
    - Down to approximately 40 candidates for Parks Maintenance; 27 candidates tested
    - Two vacancies for Lead Custodian; 13 candidates to interview
  - Parks Maintenance Updates
    - Plaza Park Softball Complex fencing project
    - Perry Family Park rubber surfacing project
  - Urban Forestry Updates
    - Roadsides and Median contract
    - Lost two large oak trees, one on Cameron and County Center, the other at Memorial Park
  - Lincoln Oval Park Update
    - Getting quotes to install new wrought iron fence
    - Working on lights for Christmas tree lighting

Approved 1/10/23

- **Administrative Items – Kelli Kincaid, Parks & Recreation Director**
  - Working with the Parks & Recreation team, making a list of priorities of facility and programming items to address

**5. Commission Requests and Comments:**

- **Visalia Community Enhancement Foundation Report – Lisa Walsh, Commission Chair**
  - Four new members
  - Will be meeting alternating months starting in January 2023

**6. Adjourn to the Regular Meeting of Tuesday, December 13, 2022**

- Meeting adjourned at 5:54pm

**MOTION:** Motion to adjourn, Woods/Monroy; Motion carried 3-0

Respectfully submitted,  
Kathleen Machado  
Senior Administrative Assistant  
City of Visalia, Parks & Recreation Department