

Visalia Parks & Recreation Commission
Meeting Minutes August 21, 2012

1. Call Meeting to Order/Roll Call

The Visalia Parks & Recreation Commission met in a regular meeting on Tuesday, August 21, 2012, at the City Council Chambers, 707 W. Acequia Street, Visalia, California. The meeting was called to order by Chairperson Mann at 5:30 pm.

Present: Lesa Mann, Carla Calhoun, Ben Filiponi, and Robert Doi

Guests: Dolores Taylor, and Rodney Blaco

Staff: Vince Elizondo, Jeannie Greenwood, Jim Bean, Jason Glick, Allison Lambert, Michelle Fitzgerald, Maryann Zeledon, and Brenda Miernik

2. Review and Approve the Minutes of the Regular Meeting, July 17, 2012. Commissioner Calhoun moved to approve the minutes, and Commissioner Doi seconded the motion.

MOTION

Motion passed 4-0

3. Public Comment: None.

- ***Written Communication: Request for Fee Adjustment Submitted by Roland Soltesz, Visalia Youth Soccer, read by Jeannie Greenwood, Recreation Manager.***

For the last 12 months, Visalia Youth Soccer has been paying the same basic rates as AYSO for field use. We are a non-profit organization based in Visalia. We serve approximately 700 youth soccer players. We have games on both week nights and on weekends. Our weeknight use is for practice and games for youth under the ages of 10. On weekends we play our older kids. Our older kids play on more advanced teams. We play teams from Tulare-Kings-Fresno-Madera counties. This gives our players an opportunity to play a greater variety of teams. We have approximately 400 kids participating in this program. We are requesting the same fee structure for our weekend games. On any given weekend we strive to have our games at home and half on the road. We use the same number of fields this way, as if we played all of our games against teams internally. Because of growth in some of the divisions, we are actually seeing multiple Visalia teams. In the boys under 11 Division, 5 of the 12 teams are from Visalia. Our league currently charges players less than it costs us to operate. We rely heavily on sponsors and fundraising to make up the difference. We feel that we are providing a quality service to a large group of kids in the community and want to be able to financially continue providing this service. – Roland Soltesz, President, Visalia Youth Soccer.

Mr. Soltesz said he is President of the Visalia Youth Soccer Association. The group was formed about three years ago and has grown to approximately 800 players. . He said the organization is a member of the California Youth Soccer Association (CYSA), which is the largest youth sports association in California, which allows the teams to compete against other, cites teams. Mr. Stoltesz said the largest expense is field use. He said the league usually runs in the red financially. Recreational players are charged \$75 and competitive players \$125. These fees cover uniforms, referees, coaching and equipment.

Mr. Soltesz said his request is that the VYSA pay the same fees as other current players.

Mr. Elizondo asked him to clarify the coaching expenses. Mr. Soltesz said they pay for clinics and associated coaching costs; there are no paid employees in the organization.

Mr. Soltesz said he is asking to be charged between \$2.39 and \$6.50 per hour for reserved space to practice and play games. He is also interested in seeking a storage area and the organization would be willing to assist in projects for the City.

Commissioner Calhoun asked Mr. Soltesz what type of in-kind services he would be able to provide. In particular he said he would like to work on goal safety.

Ms. Greenwood clarified that AYSO does pay for the use of the arbor at Riverway Sports Park and they provide Port-a-Potties due to heavy usage. Discussions have taken place with Mr. Soltesz about goal safety. She said in VYSA's first year there was balance left on their account and the City's goal was to have them take on the goal project in lieu of the balance. The department reduced their fees last year in order to support the growth and success of their organization. Overall, the department is seeking the facility's best use and how to generate revenues to off-set costs.

Commissioner Mann asked the Commissioners how they would like to proceed with the request. Commissioner Calhoun said she did not have enough information, at this time, you make an informed decision. Commissioner Mann said she would like to discuss it further also. Mr. Filiponi said he thought the Draft Priority Use Policy for City Facilities should be completed before a vote is taken.

Commissioner Mann stated she would like this item to be tabled until September 18 so that staff could bring more information to the table.

Ms. Greenwood asked what types of information the commission would like to review. Commissioner Doi suggested the true rate that AYSO pays would be helpful. Ms. Greenwood stated that based on the \$4,500 payment and their in-kind minimum contribution, \$2,500, \$2.39 per hour is the true rate. Commissioner Filiponi asked if the rates charged would change once the Draft Priority Use Policy for City Facilities was completed. Ms. Greenwood stated the Draft Policy does not address Fees and Charges, which is a separate document that is brought to the commission annually. Commissioner Mann said she would appreciate seeing a Facility Allocation Sheet next month. Mr. Elizondo said the amount of money that is generated by the user groups at the Sports Park is \$100,000 annually. He said the annual maintenance and operations expense is \$500,000. He said protecting the City's interest at the Sports Park is very important.

Commissioner Calhoun asked when the current AYSO agreement expires and if the concession stand operation is included in it. Ms. Greenwood said the agreement expires on November 30, 2012, and the concession stand is part of the agreement.

- 4. Introduction of Allison Lambert, new Recreation Supervisor.** Mr. Elizondo, Parks and Recreation Director, welcomed Allison Lambert, Recreation Supervisor, to the City of Visalia Parks & Recreation Department. He asked her to tell the commission about herself.

Ms. Lambert stated she is a Tulare County native and received her Bachelor's Degree from California State University, Fullerton in Communications. She said she has worked for the Cities of Brea and Yorba Linda in Orange County, Parks and Recreation programs. She said she has also worked in the private sector as a Production Manager for Entertainment Tonight. Most recently she said she was with Tulare County as Public Information Officer and Marketing. She said she is pleased to be with the City of Visalia Parks and Recreation Department as a Recreation Supervisor.

The commissioners welcomed her to the City and the department.

- 5. Status of Commission Candidates.** Commissioner Mann stated that at the July 2012 meeting Dolores Taylor was chosen as Commissioner and Shann Blue was chosen as an Alternate. However, the Citizens Advisory Committee (CAC) overlooked the agenda item and will act on it at the September meeting. Mr. Elizondo said once they are approved by the CAC the requested appointments will proceed to City Council for their approval and Ms. Taylor and Mr. Blue will serve at the September meeting as Commissioner and Alternate, respectively. He noted that Mr. Kent, who was also chosen as an Alternate but withdrew due to his job responsibilities. He said there is another Alternate position that the Commissioners could fill, should they decide to do so.

Commissioner Mann invited Mr. Black to introduce himself to the Commission.

Mr. Blaco stated he is the District Deputy Attorney for Tulare County and prior to that he worked in Shasta, California. He said he has been involved in numerous sports venues with his children, including serving as a football, baseball and soccer coach. He said he felt that by serving as a Commissioner he would be giving back to the community in which he lives.

Commissioner Mann asked if his schedule would allow for attendance at the monthly meetings and also to serve in an advisory capacity on another committee. He responded that he could.

Commissioner Mann asked the Commissioners if they had any questions or comments. The consensus of the Commission was to wait and gather more applications before filling the second alternate position.

- 6. Review of Annual Youth Division Report.** Ms. Michelle Fitzgerald, Recreation Coordinator, introduced Maryann Zeledon, an intern from Fresno State University, serving the department for the fall.

Ms. Fitzgerald said she manages the After School Activities (ASA), Manuel F. Hernandez Community Center, the Loop Bus, Tiny Tot Programs, Day Camps, Specialty Camps, Dance and Music Classes, Karate Lessons and Special Events.

After School Program

- After School Activities (ASA) – Hurley, Oak Grove, and Manuel Hernandez Schools are the current ASA sites. Shannon Ranch School is a new addition this year. Program structure: snack, homework, enrichment activities, recreation, sports, and field trips.
- Average daily attendance in 2010/2011 is 139 students daily from three sites.
- Average daily attendance in 2011/2012 is 143 students daily from three sites.

Manuel F. Hernandez Community Center houses a drop-in program, which is free to children ages 6-17 years of age.

- The program structure is arts and crafts, homework, computer lab, dance arts, and sports.

- Hours of operation are 3:00 to 6:30 pm.
- Average daily attendance for 2012 is 25 children during the school year and 85 during the summer months.

The Loop Bus

- Free to children 6 to 17 years of age.
- Safe transportation from school sites for children to participate in community center activities.
- Only operates during the summer months.
- Average daily attendance for 2011 – 11 riders. Average daily attendance for 2012 – 17 riders.

Tiny Tots Program

- Ages 1 to 5 years.
- Parent participation is required.
- Socializing and motor skills development.
- Classes include crafts, singing, science, karate and more.
- Fall 2010 through summer 2011 participation was 330. Fall 2011 through summer 2012 participation was 359.

Kids Club Day Camp

- Camps are offered during Visalia Unified School District breaks.
- Winter, three weeks, spring 1 week, and summer 9 weeks.
- Program structure is themed weeks, field trips, arts & crafts, recreation activities, lunch and snacks are included.
- 2012 summer field trips were Scicon (CA Science Center), Avila Beach, Movie Theater, Roller Town, Island Water Park, and CALM (CA Living Museum).
- 2010/2011 Day Camp participation was 3133, 2011/2012 participation was 2820 (through 8/3/12).

Specialty Camps

- Classes held were Super Science & Math Camp, Hello Kitty Camp, Junior Rescuers Fire Camp, and Superhero Camp.
- Camps 1 week long for 4 hours per day.
- Morning camps ran from 8 am to noon, and afternoon camps from 1 pm to 5 pm.
- Camps were held at Whitendale Community Center.
- Camps included snack, camp T-shirt and a keep-sake photo.
- Participation in 2011 was 220 children. In 2012 participation was 184 children.

Ms. Fitzgerald said she was contacted by Lindsay Unified School to enroll 50 students from their Migrant Education program into one of our Specialty Camps. A camp was specifically designed for them and the students were bused in from Lindsay along with volunteers to assist the camp teachers. She said it as a great partnership.

Special Events

Father/Daughter Dance, Mother/Son Campout, Eggstravaganza, Dia Del Nino, Storytime with Santa, Corporate Games.

Ms. Fitzgerald said the 2012/2013 goals included continuing to offer quality services and programs to the community, focusing on implementing a 4th ASA site and the new Kindercare program, expanding the already popular Father/Daughter Dance to accommodate more guests, and to develop partnerships within the community to help foster special events.

Ms. Fitzgerald presented a slideshow representing the programming at an ASA site.

- 7. Review Draft Priority Use Policy for City Facilities.** Ms. Greenwood stated that appointment of sub-committee members from the Commission was created many months ago. The goal was to develop a Priority Use Policy to assist with the Allocation of City Facilities under Park & Recreation purview. The objectives included the following.

- ✓ fair distribution of facilities
- ✓ to maximize participation time
- ✓ incorporate maintenance periods
- ✓ communicate financial issues and cost recovery policy
- ✓ outline facility use regulations

The time periods are fall – August 1 through December 31 – applications due May 1, Winter/Spring – January 1 through May 31 – applications due November 1, and summer – June 1 through July 31 – applications due March 1.

Priority Use conditions are as follows.

- Priority 1
 - City activities and programs
 - Visalia resident (90%), youth, open membership

- Priority 2
 - Visalia resident (51%) youth
 - Visalia resident (75%) adult
- Priority 3
 - Visalia resident (51%) adult, open membership
 - For profit programs and events
- Priority 4
 - Organizations that have violated terms of priority use policy

Additional factors include priority 1 and 2, max 1 game and 1 practice slot per week per team. League play takes priority over practices. Adult access – 25% dedicated space. Sport season priority and appropriateness for facility.

Cost Recovery assists with maintenance and operational costs and assesses a portion of the cost to those who may not be Visalia tax supporters. Residency verification is required by roster name, address, and physical address. Any group misrepresenting its residency status will have its permit revoked and will be assigned Priority 4 for future facility allocation.

Scheduling - organizations must submit game/league schedules to show that facilities are being utilized. It must include notice of times not being used so that unused time may be reassigned. The first failure to comply results in a written warning and restitution. The second offense results in a 3 day suspension and restitution. The third offense will result in a cancellation of permit, restitution, and lowest priority for next allocation period.

Ms. Greenwood requested the Commission to provide staff and sub-committee members with feedback so that the subcommittee can reconvene for finalization and return to the September 18 meeting for approval.

Mr. Elizondo noted the draft document will be provided to the user groups for comment.

Commissioner Calhoun suggested speaking with Palo Alto and Roseville staff to see if they are satisfied with the results of their Policies or if they have regrets.

Commissioner Mann opened the floor for public comment.

Mr. Soltesz embraced the policy and commended the City for it.

Mr. Blaco came to the podium and stated the residential breakdown per registrant helps organizational leadership know how the priority ranking takes place. Ms. Greenwood acknowledged the importance of the comment.

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

• **Upcoming Recreation Programs & Special Events.** Ms. Greenwood said the ASA school sites are up and running including the new Shannon Ranch site. She said the new KinderCare program is conducted at Shannon Ranch. She said there is a real need for this program need in our community. The program is for kindergarten children who get out of school at 11:30. There is a gap in care between then and when the older children get out of school at 2:30 pm. Currently, there are 5 enrolled and surrounding schools will be contacted with information on the program.

- ASA sites are running smoothly with about 150 children enrolled.
- Youth football (402 enrolled) and Youth volleyball (200 enrolled). We are looking forward to the season.
- Deadlines are fast approaching for our fall adult programming. There are 38 teams registered for adult soccer.

• **Upcoming Parks & Urban Forestry Projects, Programs & Special Events.** Mr. Bean, Parks & Urban Forestry Manager reported the following.

- The turf at Riverway Sports Park is ready to go for the upcoming soccer season.
- Recreation Park's basketball project is moving forward. This should be completed by October 1.
- The installation of shade structures will take place – two smaller ones and large one at Jefferson Park and two at Fairview Park.
- Ten ADA drinking fountains will be added throughout various parks in Visalia.
- Design of the irrigation system at Recreation Park - project is ongoing.
- Installation of lighting at St John's Riverwalk parking lot, which will open to the public tomorrow.
- Sidewalks at Rotary Park will be added.
- Kiwanis Park is on schedule and hydro seeding will begin next week.
- Make a Difference Day will be held on Saturday, October 27, 2012. Everyone is welcome to attend.

• **Director's Report on Administrative Items.** Mr. Elizondo stated he wanted to update Commissioners on the old BMX area at the Riverway Sports Park (1.8 acres) and the new Splash Pad at the Rawhide Stadium.

Mr. Elizondo said he has received a proposal from the HLA Group, an architectural firm who has worked with the City previously at the Riverview Sports Park, regarding ideas for the old BMX area. In the next few months they will present drawings for the Commission to review for possible uses. Members of user groups will also be invited to attend the meeting since competing interests have been expressed.

Mr. Elizondo said the City is finalizing the proposals for the Splash Pad at Recreation Ball Park and they will be presented at a future Commission meeting. He said another project at the Stadium is renovation of two light standards located behind home plate.

9. Commissioner's Requests & Comments:

- **Waterways & Trails Committee Report.** Commissioner Filiponi said the Santa Fe Trail is progressing very well. Mr. Ennis has been promoted to Director of Public Works, and he is the staff person for the Waterways & Trails Committee. Mr. Filiponi did not know if he would be replaced as the staff person or not. The committee has many projects they are working on – bike lanes, bike parking, policies and they are working on next years Bike to Work Week. They are also working on a fall event.

Commissioner Calhoun said she was in Long Beach this weekend and they had banners on their lamp posts explaining bike etiquette. “Share the Road, “Flow with the Traffic”, and bike rules. She said she thought this was very thoughtful.

- **Parks & Recreation Foundation Monthly Report. Vacant**
- **North Visalia Neighborhood Advisory Committee.** Mr. Doi stated he was not able to attend the meeting but he did receive the Agenda. He reported they are currently working on the park design.
- **General Plan Advisory Committee.** Commissioner Calhoun said a meeting was held July 26. She said many view-points were considered. She said the focus was on land use, specifically regional retail. Potentially, they will have one more meeting on August 30 to further discuss regional retail elements.
- **Senior Citizens Advisory Committee Update.** Commissioner Mann said she was not able to attend the last meeting and she asked if Ms. Greenwood had any comments. Ms. Greenwood stated Mr. Bradley had been attending for the department, and she said companies and organizations in the community have provided funding for facility improvement. She said Prestige Retirement Home decorated the Senior Center lobby and Provost and Pritchard painted the arts and crafts room along with a large screen TV. Commissioner Mann invited everyone to stop by and take a tour. She said due to the community funding the senior's morale.

Ms. Greenwood said the newest project is enclosing the patio on the se corner of the facility. She said fencing and landscaping are included.

10. Adjourn to Regular Meeting September 18, 2012, at 707 W. Acequia, City Council Chambers at 5:30 pm.

Commissioner Filiponi made a motion to adjourn and Commissioner Calhoun seconded the motion.

MOTION

Motion passed 4-0

Brenda Miernik
Senior Administrative Assistant