

**Visalia Parks & Recreation Commission**  
**Meeting Minutes July 16, 2013**

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

The Visalia Parks & Recreation Commission met in a regular meeting on Tuesday, July 16, 2013, at the City Council Chambers, Visalia, California. The meeting was called to order by Chairperson Calhoun at 5:32 pm.

**Present:** Carla Calhoun, Robert Doi, Lesa Mann, and Shann Blue

**Absent:** Ben Filiponi

**Guests:** Zishan Lokhandwala, Kaylan Wayne, Scott Woodhouse, and Bill Dillberg

**Staff:** Vince Elizondo, Jeannie Greenwood, Jim Bean, Laurissa Gallardo, and Brenda Miernik

- 2. Review and Approve the Minutes of the Regular Meeting, June 18, 2013.** Commissioner Calhoun called for a motion to approve the June 18 minutes. Commissioner Mann moved to approve the minutes as presented and Commissioner Blue seconded the motion.

**MOTION**

Motion passed 4-0

- 3. Public Comment:** Mr. Lokhandwala stated he would like present an idea for planting aloe and lavender plants in Soroptimist and Willow Glen Parks in the City of Visalia. These plants would be self-sustaining and placed where community members could easily access therapeutic plants. The proposed sites are perfect locations for the plants because there is a lot of foot traffic in these areas and vegetation already exists with a water source. Mr. Lokhandwala expects the cost to be minimal and would like to plant in February, 2014. He said he is a member of FoodDIY and he suggested the Commission visit the website at [www.foodiy.org](http://www.foodiy.org), for more information.

Mr. Elizondo, Director of Parks and Recreation, said the item will be placed on the August agenda and staff will research the subject in the meantime. He asked Mr. Lokhandwala if he was aware of the Community Garden in Visalia. Mr. Lokhandwala said he was aware of the Community Garden near Houston, but his goal would be to do a much smaller garden.

Commissioner Calhoun asked why he chose lavender and aloe particularly. He said there are many herbs and plants that would work but aloe and lavender are sturdy plants that are drought tolerant.

- 4. Introduction of Recreation Supervisor Laurissa Gallardo.** Ms. Greenwood, Recreation Manager, stated Ms. Gallardo is a native of Sanger, California, and has participated in many of their recreation programs as a child. At the age of 16, she worked for the City of Sanger Parks & Recreation department as a youth basketball scorekeeper. She worked for Sanger for 9 years doing many different jobs, including recreation programs and after school care.

Ms. Greenwood said in 2009 Laurissa graduated from Fresno State with a Bachelor of Science Degree in Recreation Administration. Shortly after graduation she worked for the City of Kerman as a fulltime Recreation Coordinator overseeing after school programs, aquatics, youth sports, day camps, and summer programs.

Ms. Greenwood noted that Laurissa began employment with the City of Visalia as a Recreation Supervisor on July 1. She will be managing the youth sports, aquatics, and tiny tots program areas. She said the department had over 100 applicants for the position and the department is proud to have her on our team.

Ms. Gallardo said she is excited to be with the City of Visalia Parks and Recreation department and appreciates the welcoming atmosphere she has experienced. She said there are lots of things going on and she is excited.

- 5. Request from Plaza Raceway to Utilize Plaza Arena for an Outdoor Concert on Saturday, September 7, 2013, and Soccer Match on October 5, 2013.** Ms. Greenwood said the concert is slated for Saturday, September 7, from 4 pm to midnight. The event would be ticketed for ages 16 and over, and the promoter is anticipating up to 1,500 concert attendees. There will be food and beer vendors. She introduced Scott Woodhouse of the Plaza Park Raceway, and Kaylan Wayne, promoter.

Mr. Woodhouse said he and Ms. Greenwood have discussed a concert for many months. He is proposing a new type of concert that is very popular in many parts of the country. He said the event will actually be run just like a race night. Everyone 21 years and older will be issued a wristband and a perimeter will be set up around the beer serving area to check identifications and issue the bands. Mr. Woodhouse introduced Mr. Wayne who is the promoter of the event.

Mr. Wayne said the music is electronic in nature, is very popular in Europe and excitement is growing in the United States. He said he has done over 20 concerts and in the last 3 months he has done 3 at the Veterans Memorial Building in Visalia. The concerts were held at the Merced and Fresno fair grounds, and he believes this will be a great venue for a concert. He asked if there were any questions.

Commissioner Blue asked how loud the music would be. Mr. Woodhouse explained that there will be three stages with one disc jockey on each. The stages will be angled about 30 degrees from each other, projecting away from the park and toward the grandstands. He said music does not carry as far as race noise.

Commissioner Mann asked if the music is vocal or instrumental. Mr. Wayne replied it is both, depending on the track selection. She asked if the carnival rides are included as part of the show. Mr. Woodhouse replied they were and he clarified that the rides are not necessarily "adult" but there are some height requirements. He said the contractor for the carnival rides is Helm and Sons Company, which is a reputable company.

Commissioner Mann reiterated that participants will be 16 years and older, the hours are 4 pm to midnight, with alcohol being served; and no children will attend. Mr. Woodhouse said that is correct. She asked if she were to look for this type of event on the internet, what would she look for? Mr. Wayne told her to check out [www.electrictdaisycarnivaltrailer](http://www.electrictdaisycarnivaltrailer). Mr. Woodhouse said the event shown took place in Las Vegas and this event is not anywhere near that size. Commissioner Mann asked if the music was screaming or obscene and Mr. Woodhouse assured the Commission that the music will not be screaming and it carries a good message to attendees.

Mr. Wayne stated the gates open at 4 p.m., but the peak time for the music would be around 7 p. m. He said that early on people would be milling around, talking, and getting food and drinks.

Commissioner Calhoun said that staff is recommending 4 pm to 11 pm, and would that be acceptable to the organization? Mr. Woodhouse said he was hoping for leniency on the hour since there are no houses in the area. Commissioner Calhoun asked if staff would be amenable to midnight. Ms. Greenwood stated this would be a Commission decision and the concerns of the staff will be addressed during the Special Events Committee meeting. She said there hasn't been an event of this type before and staff wanted the Commission to consider the impact to the neighborhood.

Commissioner Calhoun asked what the decibel reading would be with the music versus the race track. Mr. Woodhouse replied the race track, at 100 feet from the source, is a decibel level of 85. He said at the road it is in the 60's. He said 100 feet from the source of a concert would be 70 and at the road it would be 50 decibels. He said he's not an expert but this is his best guess. He asked the Commissioners to consider the midnight timeframe because he feels it might be detrimental to the concert otherwise.

Ms. Greenwood stated another option is to notify the homeowners adjacent to the raceway about the event including a number they can call for excessive noise. She said the Special Events Committee can include this as a condition.

Mr. Elizondo said he anticipates that the Police Department will receive complaints from residents and they will contact the organizers immediately. He asked what the core age group is of this type of event. Mr. Wayne replied on average, 18 to 29.

Commissioner Mann asked what time the alcohol will be discontinued. Mr. Woodhouse said ABC law states alcohol service must stop 1 half hour before the close of an event; so it would stop at 11:30 pm. Mr. Woodhouse stated the hour difference in closing time would possibly have a negative impact to the event. He and Mr. Wayne really believe this venue, at the proposed hours, would really appeal to the younger people of Visalia.

Mr. Elizondo stated he is concerned about mixing adults and minors with alcohol. He said he believes the curfew for minors is 10 p.m., and from that perspective, it becomes a parent and police issue. Mr. Woodhouse suggested revising the event to 18 years and older.

Commissioner Mann stated she would be much more comfortable with that condition.

Commissioner Blue asked what type of vendors would be onsite. Mr. Wayne said the vendor has a local store selling novelties and he is licensed with the City.

Ms. Greenwood stated staff recommends that the Commission approve the addition of the concert to the Plaza Park Raceway schedule for 2013. She said per the existing agreement between the City of Visalia and Plaza Park Raceway, LLC, a fee of \$400 shall be charged to the Raceway for the facility use on September 7.

Commissioner Calhoun called for a motion on the concert request. Commissioner Doi moved to approve the request providing the age for attendees change from 16 and over to 18 and over. Commissioner Blue seconded the motion.

#### **MOTION**

Motion passed 4-0

Commissioner Blue requested Mr. Woodhouse to return to Commission with a report on the success of the event.

***Soccer Exhibition*** - Mr. Woodhouse said he has received a request from Florencio Guerra, promoter, to bring an exhibition soccer event to Plaza Park Raceway on Saturday, October 5, from 5 pm until 9 pm. The players will consist of retired professional soccer players from the team Chivas of Guadalajara, Mexico, facing an all-star team of

players selected throughout the central valley. In conjunction with the game, the event organizer is proposing food and alcohol sales. A crowd of 1,500 to 3,000 is expected.

Ms. Greenwood said Mr. Guerra has committed to repairing the existing irrigation system in the infield area and seeding with Bermuda grass in order to have turf for this event. Should this event be successful, Mr. Guerra would like to work with the City and the raceway contractor to install a new irrigation system and have the infield professionally landscaped so that they may host three to six events per year at this location.

Ms. Greenwood stated the arena is a great venue for special events as it is completely enclosed and can be secured without the addition of security fencing.

Ms. Greenwood said that in addition to Commission approval, and in accordance with City of Visalia policies and ordinances, the event organizer will be required to obtain an Assembly Permit and shall provide the City with a certificate of insurance naming the City as "Additionally Insured" for the date and location of the event. The event organizer shall also comply with all conditions placed upon the event by the Visalia Police Department and the Visalia Fire Department. Conditions may include the following:

- Provide the City with a Site Plan showing placement of all amenities and temporary structures.
- Provide number of security guards as recommended by the Visalia Police Department.
- Alcohol Beverage Control license must be obtained for alcohol sales. Insurance must include alcohol liability.
- A Health Department permit shall be obtained for food preparation and sales.
- A list of all vendors must be submitted to the Parks and Recreation Department for approval and must have a valid City of Visalia Business Tax Certificate.
- A Fire inspection may be required.

Ms. Greenwood stated staff recommends the Commission approve the addition of the soccer match to the Plaza Park Raceway schedule for 2013. Per the existing agreement between the City of Visalia and Plaza Park Raceway, LLC, a fee of \$400 shall be charged to the Raceway for the facility use on October 5.

Commissioner Calhoun asked if it is realistic to expect the field grass would be ready by October. Mr. Elizondo replied that the work it is going to take and the investment required, for three events annually, doesn't make sense.

Mr. Woodhouse stated that three years ago this would have been more feasible when there was grass in the infield. He said he is presenting the request but is unsure of the follow through.

Mr. Elizondo said the staff recommendation to the Commission is to approve the request but Mr. Woodhouse has an amazing task ahead of him to make it a reality.

Commissioner Mann made a motion to approve the request for the soccer match as presented. Commissioner Doi seconded the motion.

### **MOTION**

Motion passed 4-0

Mr. Woodhouse was asked to report back to the Commission regarding this event.

- 6. Request from Children's Hospital for a Fee Waiver or Reduction in Fees to Utilize Plaza Parks Softball Fields for the Sixth Annual Softball Tournament to be held on Saturday and Sunday, August 3 and 4 2013.** Ms. Greenwood said the promoter for this event is Ms. Marlene Williams and she does a tournament each year for Children's Hospital. Unfortunately, Ms. Williams is not here to answer questions because the agenda was mailed directly to the hospital.

Ms. Greenwood said the request is to use the softball fields at Plaza Park on August 3 and 4 for a tournament. The fee structure for this event is \$400, \$100 per field per day. Staff does not necessarily support waivers and tends to follow the guidelines approved by City Council in our Fees and Charges Schedule. Plaza Park has many direct costs related to the use of fields, i.e. contract labor to prepare the fields, janitorial service to maintain the restrooms, and staff, 9 to 10 hours, to supervise and assist as necessary. These costs are included in the fee structure.

Ms. Greenwood stated that in 2010, per their website, they played Saturday and Sunday, and charged \$185 per team. She said on the Children's Hospital website it was reported that the event donated \$6,100.

Commissioner Blue noted this is the 6<sup>th</sup> annual tournament and asked if they have played at Plaza Park before. She replied yes, they have always paid the fee, and the money always goes to Children's Hospital.

Commissioner Calhoun asked what percentage of the proceeds is actually donated to the hospital. Ms. Greenwood stated she did not know, as the promoters do not report to the City. Commissioner Calhoun asked if this is the non-profit amount in the fee schedule. Ms. Greenwood stated there is no non-profit fee for the fields, only the parks have a non-profit fee.

Commissioner Mann made a motion to apply the Fees and Charges approved by City Council and charge a \$400 facility rental for this event. Commissioner Blue seconded the motion.

### **MOTION**

Motion passed 4-0

7. **Proposed Policy Change for Riverway Sports Park Pillars of Fame Program.** Mr. Bean, Parks & Urban Forestry Manager, stated the Heritage Court Pillars of Fame was established in August 2007 at the Riverway Sports Park because there was a desire within the community to recognize local athletes. Heritage Court Pillars currently has forty inductees. Thirty-six were inducted at the grand opening for the Riverway Sports Park and four were inducted in 2010 during the Phase II grand opening.

Mr. Bean reported the following facts.

- ✓ 2013 selection Committee consists of Parks and Recreation Commissioners Shann Blue, Lesa Mann, former Commissioner Bill Dillberg, and Jim Bean, Parks and Urban Forestry Manager, City of Visalia.
- ✓ June 5, 2013 Committee met to review the current Hall of Fame Policy and the nomination form.
- ✓ Committee recommended two changes to the verbiage in the Policy/ Criteria section.

### **POLICY**

1. **It now reads:** “Graduated from a Visalia High School or complete ten years of education in the Visalia Unified School District and meet one of the following criteria:” **Proposed change:** “Completed ten years of education in a Visalia School and meet one of the following criteria.” *Reasoning:* the first version would have left out Central Valley Christian High (CVC) School athletes.
  2. The committee recommended that the NCAA achievements be removed due to the potentially overwhelming number of candidates that could be submitted, Item C. **It now reads:** “Received recognition for outstanding athletic achievement at a national or world level. Examples: National record holder, NC All American, winner of an individual national title.” **Proposed change:** “Received recognition for outstanding athletic achievement at a national or world level. Examples: National record holder, or winner of an individual national title.” *Reasoning:* There are multiple levels of recognition in the NCAA. The selection process needs to focus on the highest level of athletic achievement.
- ✓ Committee recommended updating the Nomination Form to include more information about the nominee to aide in the selection process.

Mr. Bean said the committee recommends the Commission approve the changes to the Policy/Criteria section and the addition to the Nomination Form as stated above. These revisions will not change the integrity of the original policy. The committee also identifies the need to maintain supporting documentation on the applicants and inductees, therefore, the information for this program will be electronically maintained for historical reference by the City of Visalia.

Mr. Bean said the next steps are to solicit for new inductees for the Heritage Court Pillars of Fame, review the application for nominations, return to the Parks and Recreation Commission with recommendations, and honor the third group of inductees at the grand opening of the Riverway Sports Park Phase III.

Commissioner Mann moved to approve the revisions to the Pillars of Fame Policy/Criteria and the Nomination Form as proposed. Commissioner Blue seconded the motion.

### **MOTION**

Motion passed 4-0

8. **Potential Parks and Recreation Alternate Commission Members and Renewal of Commission Terms.** Mr. Elizondo stated Ms. Miernik has contacted previous applicants and received only one reply. He said the City Clerk is currently advertising for applications and when three or more are gathered this item will go on the Agenda again and the applicants will be called for interviews.

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

- **Upcoming Recreation Programs & Special Events.** Ms. Greenwood reported the following.
  - The recreation staff worked closely with the Foundation on the 4<sup>th</sup> of July Celebration and it was very successful.
  - Movies in the Park are growing. The average attendance was 200 and it has gone up to 350.
  - The department is advertising the I Love Parks and Recreation logo and Parks Make Life Better. Radio broadcasting has promoted special free classes in July to celebrate the City’s Parks and Recreation Month.

- The Park and Recreation's first Fishing Derby was held on Saturday, July 13, with 114 participants. One hundred and eighteen fish were caught by 43 participants. It was heard "It's my first fish ever!" The Optimist Club came out and helped weigh the fish. Mike, from KJUG Radio, was our master of ceremonies and announced the awards.
- Friday night the Summer Light Nights program was held at the Anthony Community Center. There were about 150 participants.
- Day camps and the aquatics classes are ending.
- This weekend is a discount sign up day for football and volleyball.
- This week is the 2<sup>nd</sup> session of Fire camp.
- A new two day golf camp is starting in conjunction with Valley Oaks Golf course and there are 42 registered.
- Staff is working on the fall schedule.
- Back to back tournaments have been on-going at Riverway Sports Park for three weeks. These are Cal Ripken and National Little League regional and district tournaments.
- Royal Dining, meal vendor for the Senior Center, decided to close their kitchen for a month, we approached Kaweah Delta Hospital to fill our meal needs, and they agreed. The seniors seemed pleased with the quality of the food and the hospital will assist us until Royal Dining will be operating again. This will give us the time we need to prepare a Request for Proposal to go out to bid again.
- **Upcoming Parks & Urban Forestry Projects, Programs & Special Events.** Mr. Bean, Parks & Urban Forestry Manager expressed his appreciation that Commissioner Mann and Doi attended David Pendergraft's retirement party last week. It was a great event.

Mr. Bean reported the following.

- The rehabilitation of the soccer fields at the Riverway Sports Park is underway. The orange fences will come down August 1.
- The Anthony Community Center is undergoing a roof renovation. This is a \$30,000 project and will be completed next week.
- The road at Kiwanis Park has been oiled.
- Riverway Sports Park Phase III is moving forward. We were concerned that the seeding was not going in on time but Forcum Mackey moved it up a few weeks. Mr. Elizondo said last night he went to City Council and they approved a change order the former BMX area and the contractor is ready to go. Council also approved funding for a playground for Phase III. The grand opening should take place in October.
- The design for the pickle ball courts at Recreation Park are about 98 percent complete.
- The Cal Trans street widening project on Houston is beginning soon.
- The Goldsmith family donated 80 acres to St. John's Park, near Cutler Park, and a monument will be added to the park to thank the family for their donation.
- A project to install Rain Master Controllers in several parks will begin soon. They can be programmed remotely from Jeff Fultz's office.
- Asphalt repair projects will begin soon on trails within the City.

Commissioner Calhoun asked if Mr. Pendergraft, Arborist, will be replaced. Mr. Bean said he and Mr. Elizondo are going to meet with Human Resources tomorrow. Mr. Elizondo said the Commissioners could be involved in the process by encouraging the City Manager to replace him.

- **Director's Report on Administrative Items.** Mr. Elizondo said City Council approved the shopping cart ordinance, as recommended by the Commission. Commissioner Calhoun asked if there were any public comments in regards to the ordinance. Mr. Elizondo stated there was support; Bill Huott attended the meeting, but no comments. He said the Oval Park concept would be coming back to Commission next month.

Mr. Elizondo digressed to item number 8 on the agenda. He noted that three commissioner's terms are expiring and they need to be reappointed if they wish to continue. They are Commissioners Mann (fourth term), Doi (second term), and Calhoun (third term). The Commissioners stated individually that they were willing to be reappointed. In Commissioner Mann's absence, Ms. Miernik stated Commissioner Mann said she was willing to be reappointed also.

Commissioner Blue moved to approve Commissioners Mann, Calhoun, and Doi to be reappointed to their respective terms. Commissioner Doi seconded the motion.

## **MOTION**

Motion passed 3-0

## **10. Commissioner's Requests & Comments:**

- **North Visalia Neighborhood Advisory Committee.** Mr. Doi said he attended the meeting; they added new members and discussed the Oval Park improvements. He asked if cost estimates had been created for the 5

proposed improvements. Mr. Bean said he met with Mr. Kreps but nothing is forthcoming yet. Commissioner Doi asked if a Master Plan was going to be prepared and Mr. Elizondo said it has been discussed but has not been approved yet. Commissioner Doi said the committee is excited and they realize they need to agree to move forward.

- **Parks & Recreation Foundation Monthly Report. Vacant.**
  - **Waterways & Trails Committee Report.** No report.
  - **Pillars of Fame Sub-Committee:** No meeting since last meeting.
  - **Senior Citizens Advisory Committee Update.** Ms. Greenwood said the seniors are discussing colors of paint for the dining room.
11. **Adjourn to Regular Meeting, August 20, 2013, at the Council Chambers at 707 W. Acequia Street, 5:30 pm.** Commissioner Blue made a motion to adjourn and Commissioner Doi seconded the motion.

**MOTION**

Motion passed 3-0

Brenda Miernik  
Senior Administrative Assistant