

Visalia Parks & Recreation Commission
Meeting Minutes
November 15, 2016

1. Call Meeting to Order/Roll Call

The Visalia Parks & Recreation Commission met in a regular meeting on Tuesday, November 15, 2016, at the Council Chambers located at 707 Acequia Street, Visalia, California. The meeting was called to order by Chairperson Carla Calhoun at 5:32 p.m.

Present: Carla Calhoun, Shann Blue, Ben Filiponi, Steve Woods, and Rick Eastes (A)

Absent: Peter Thomas and Justin Sweet (A)

Staff: Jeannie Greenwood, Jeff Fultz, Laurissa Roggenkamp and Susie Brown

- 2. Review and Approve the Minutes of the Regular Meeting, October 18, 2016.** Commissioner Woods moved to approve the minutes two minor edits, Commissioner Blue seconded the motion.

MOTION

Motion passed 4-0

3. Public Comment:

Bill Huott – Community member of North Visalia expressed a thank you to Director Greenwood for attending the last Committee meeting. He commented on neighborhood improvements, and the Highland Gardens development adding there is a basketball court in the center of development. He reported being an Oval Park advocate, and sees this park as being the heart of Visalia. He requested for the city to bring more amenities for youth. He stated the Wittman Center youth made a presentation at the Committee meeting and about 20 youth members attended. He is proud of the neighborhood being clean, and expressed thank you to community members who are helping. He invited the public to tour north Visalia with him and to just contact him. He stated, “Clean neighborhoods make a difference.”

- 4. Review of Visalia’s Draft (90%) Active Transportation Plan (ATP).** Ms. Rebecca Keenan, Sr. Civil Engineer introduced Ms. Lisa Wallis-Dutra, Sr. Traffic Engineer of QK. Ms. Wallis-Dutra made a presentation and reported on the plan. She reminded the public the document is available online, and the ATP will be presented to City Council in February 2017. She stated the deadline for comments is December 2nd. She will make more presentations at a few more commissions/committees before the comment period ends.

Commissioner Woods – Asked for consideration to rename a title, or to state ‘not in particular order’.

Chair Calhoun – Asked about the workshop demographics, and how many in attendance?

Wallis-Dutra – The demographics were summarized, but not stated. There were approximately 15-20 in attendance, they received approximately 86 online comments, and there were comments on the survey.

Commissioner Eastes – Asked if there was a study done to determine how many bicycles are on the facilities currently? Or an estimate to determine how many will use the facility once it’s completed?

Wallis-Dutra – They asked questions during workshops, but there is no clear count or data. It depends on the facility (roadway), and it is hard to tell but additional facilities will draw people, hence more use.

Commissioner Eastes – Bicycle parking is an issue, and many might bike more if there was parking at the destination.

Wallis-Dutra – Reported there is parking included in the area on Acequia, but not Main Street.

Commissioner Woods – Commented if funding is from the State and is a timing issue, but appreciates the work put in for data.

Wallis-Dutra – This is the largest program for funding, and it is very competitive. (40 projects at state level have been presented), and reported there are some assumptions and projections in the ATP.

Commissioner Eastes – Expressed concern there is not enough data for funding.

Chair Calhoun – Reported the education components are great and needed. She suggested a look at the ATP for Long Beach, there are has simple banners in town with directional signage for bicycles and motorists.

5. **Annual Park Rental & Facility Management Report**, Recreation Manager, Laurissa Roggenkamp presented the Commission with a report on rental and facility management activities for 2016. She explained that while revenue and rental numbers are down, program revenue is up due to program space needed in our facilities.

Commissioner Eastes – Asked if all facilities have same rates? Roggenkamp - Depends on amenities and type of group renting.

Commissioner Woods – Are people able to reserve or rent online? Roggenkamp – No, but we have new software forthcoming, and there are many details needed for rentals. Staff is in discussion for software needs.

Director Greenwood – Rentals have add-on fees, and there are different permit requirements depending on rental details. Some permit requests need more review, for instance there was a recent large scale gang-related car show booked at a park as a small family reunion. Allowing the end-user the ability to reserve without staff review isn't the best practice. Many permits need to be looked at closely, but being able to view availability and amenities online would be good.

Chair Calhoun – What is the Oval Center capacity? Roggenkamp – It is small, and shaped in a semi-crescent, maybe 25 or so with tables and chairs.

Commissioner Blue – Is there any interest in Oval Center? Director Greenwood – There has been recent discussions with 'The Source' about the potential to lease the facility but we have not been able to find anyone interested in the space at this time. Roggenkamp – it is currently being used by PAL to store lights for the tree lighting.

6. **Annual Senior Center Fee Waiver Requests**, Recreation Manager, Laurissa Roggenkamp provided a report and presentation on the annual fee waiver request for non-City programs held at the Senior Center.

Commissioner Woods – Asked if the conditions of use have changed? Roggenkamp - No, conditions are the same. She explained many organizations have found other locations. Director Greenwood – Reported the latest regular event to leave was the Saturday Night Dance.

Commissioner Blue – Asked how is it determined what the donation be used for? Director Greenwood reported it goes to the Senior Advisory Committee. She reported on Senior Pride Bingo and how they benefit VRPD, but they help the community also with emergency aid, wheelchair ramps, etc.

Commissioner Blue moved to approve the recommendations as reported, Commissioner Woods seconded, and unanimous.

MOTION

Motion passed 4-0

7. **Annual Make-A-Difference Day Report**, Mr. Fultz, Parks and Urban Forestry Manager, made a presentation on the annual Make-a-Difference Day event. He reported a great turnout of 86 volunteers and totaling 216 hours. He stated projects are impacted by drought issues, watering mandates and staffing changes. He thanked everyone who attended and worked.

8. **Discuss and Develop Project List for Future Community Development Block Grant (CDBG) Funds**, Ms. Greenwood, Director, explained what CDBG funds are, how they are administered, and what types of programs the funding can be used for. There is approximately \$50k available for a project, and a previous project has approximately \$20k left, meaning there is \$70k available for a project. She has five parks that are eligible for CDBG funds, but because boundaries have been re-established, Recreation Park, and Ruiz Park are no longer eligible. She handed out maps of Summer Park, Riverbend Park, Lincoln Oval Park, Jefferson Park and Fairview Park. Suggestions and comments were as follows:

Fairview – Add tables, benches, arbor, and gazebo. The Tot-Lot is about 8 years old, the drinking fountain was moved to the top of the park and an irrigation valve was removed. Approximately 12 years ago there was going to be a deepening of the pond basin and eliminate a big portion of the field area. This hasn't happened.

Jefferson – Add an arbor, and reuse the softball field in some way. The lights for the softball field are on very old poles. There is a new walking path, new restrooms and two new drinking fountains. The basketball court is lighted.

Oval – There was an improvement list made in 2013, and 3 of the 5 priorities have been completed. There are cameras and lighting in the park. Suggestions were anything to attract ages 5-12, more benches, and workout circuit equipment. There was a question if any church groups ask about ‘posadas’. There is a parking issue and the public often times has to walk to the park.

Riverbend – There is a bench around a tree which works well to see both play areas, this would be good in other parks. Add more benches, lighting, a BMX track around the pond basin.

Summers – The shade sails were installed with CDBG funds previously. Add a living chess board, or large sized chess board, bocce ball, upgrade horseshoe pits. There are lighted basketball courts, and picnic tables.

Director Greenwood included a map of Village Park as the Commission has discussed the park in the recent past. She mentioned this park has been very clean the past few times she has been there. Suggestions for improvements were: adding shade above the play structure, adding picnic tables and perhaps a workout circuit. The basketball courts in the park are lighted.

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

Upcoming Recreation Programs & Special Events. Ms. Roggenkamp passed out a calendar for the upcoming month and event flyers. She reported the following:

- 130 people participated in our Pickleball Tournament
- ACC Youth Basketball Discount Day, November 16

Thanksgiving Luncheon at the Senior Center and Recreation staff serves, November 23rd, and the American Legion #725 did a flag presentation.

- Sunday, November 27th Lincoln Oval Tree Lighting
- December 1st, Father Daughter Dance tickets go on sale and Visalia residents only. The theme is, Passport to Paris.
- New event, Saturday, December 10th Winter Senior Ball and will be a ticketed event.
- Approval to move forward on, Enchanted Ice Rink, December 16th-31st
- Senior Games rules will be posted on their website soon.
- Winter Guides are now available and are not being mailed this time. All VUSD students received a Kids Guide.

Ms. Roggenkamp reported speaking last month at Fresno State, the topic was programming. The Professors recognized Visalia Parks and Recreation programming as a model used for teaching.

Upcoming Parks & Urban Forestry Projects, Programs & Special Events. Mr. Jeff Fultz, Manager, reported on the following:

- Lincoln Oval Christmas Tree Lighting work is underway and working closely with Director and West Coast Arborist. The electrical is difficult due to being hard wired, but lights should be there by end of week.
- Repairs to park controllers (irrigation), and installing smart controllers from CalWater, there are 18 total.
- Attending a start-up meeting on Measure N funds.

Director’s Report on Administrative Items. Director Greenwood reported the following:

- Measure N funds are projected at \$10-\$12 million per year, and parks are included in funding. If the Measure had not passed, cuts would have been made to the department.
- Community Campus will go to City Council in December.
- Pickleball Project, permit process is underway to renovate courts, (poles and sidewalk). The Engineering department will handle the RFP process for bids.

- Lincoln Oval Tree Lighting has a great collaboration and costs are low to the City.
- Leadership Visalia (Chamber of Commerce) approached the department for their annual project or creating a demonstration urban garden. Staff suggested the Visalia Senior Center, corner of Locust and Oak, where irrigation has turned off. The project has been accepted and approved and Leadership Visalia will be installing the demonstration garden. Once complete, a Senior Gardening Club will be established to maintain the garden. Edibles can be used in the Senior Meal Program, Nutritional Cooking Classes or provided to the Seniors. Leadership Visalia is excited to make this work.
- Miki City Park is still under construction, the entry structure has not been accepted by the City and the project manager is working with the contractor on a solution.
- Riverway Phase 5 had a good meeting with the user groups and architects.
- McDonalds has donated 8 used concrete tables to the department. They will be stored in the Anthony Community Center Courtyard until a location is identified in the parks
- Plaza Park Raceway – Scheduled for a Closed Session to negotiate a new agreement with the current vendor, the schedule will be coming to the Commission for approval at a later date.
- Waterways & Trails Committee is reviewing a naming policy.

10. Commissioner's Requests & Comments:

- **Parks & Recreation Foundation.** Commissioner Woods reported attending a meeting and the entire agenda was on Fromage Frolic event, he also attended the event to volunteer. They raised \$6,000. It was suggested next year to have more competitors, and the Foundation wants their own spot to compete. Attendance was approximately 125, and the band, Run for Cover, played for free. Chair Calhoun attended and enjoyed the event.
- **Waterways & Trails Committee Report.** Director Greenwood reported Vaughn will retire and she met with his replacement. They are working on trail development and are excited about the St. Johns River project. Permits are in the process for connecting Riggins to Dinuba Blvd, by June 2017.
- **North Visalia Neighborhood Advisory Committee.** Director Greenwood attended and had commented on various items during this Commission meeting.

11. **Adjourn to the regular meeting, December 20, 2016, at the Council Chambers located at 707 W. Acequia Street, at 5:30 p.m.** Commissioner Woods moved to adjourn at 8:10 p.m., and Commissioner Filiponi seconded the motion.

MOTION

Motion passed