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**Visalia Parks & Recreation Commission
Meeting Minutes
December 17, 2019**

Call to Order/Roll Call

The Visalia Parks & Recreation Commission met in a regular meeting on Tuesday December 17, 2019 in the Council Chambers at City Hall West, 707 W. Acequia. The meeting was called to order by Commission Chair Steven Woods at 5:30pm.

Present: Steven Woods, Patrick Lozano, Ben Filiponi, Rick Eastes, Shann Blue, Lisa Walsh (Alternate Commissioner) and Nancy Hawkins (Alternate Commissioner)

City Staff: Leslie Caviglia, Laurissa Roggenkamp, Eric Ferreira, Tracy Robertshaw and Kathleen Machado

Guests: Verna Bowers (Visalia) with Visalia Gadabouts

1. **Public Comment:** None

2. **Review and Approve Minutes**

The minutes of the November 19, 2019 regular meeting were motioned for approval by Commissioner Eastes and seconded by Commissioner Blue. The motion carried 5-0.

3. **Review of Senior Pride Bingo & Visalia Gadabouts User Requests for Fee Waivers**

Recreation Supervisor Eric Ferreira presented a staff report for the annual request for fee waivers and/or reductions for non-City organizations utilizing the Visalia Senior Center. The report reiterated that at the previous month's meeting the Parks and Recreation Commission felt it was not in their best interest to make a recommendation to City Council without first reviewing the finances of each organization, requesting this item be brought back to Commission in December with the requested financial documentation. Visalia Gadabouts provided financial documentation in the form of a treasurer's report and IRS tax return statements. Senior Pride Bingo informed City Staff that financial documentation would be provided after their 12/30/19 board meeting. City Staff research determined that Senior Pride Bingo's Non-Profit status was revoked, having not filed taxes since 2011.

City Staff Recommendations: Staff is asking the Parks & Recreation Commission to consider the requests for a fee waiver from Visalia Gadabouts and Senior Pride Bingo, and to vote on one of the motions recommended for each organization, provided in the staff report.

MOTION: Commissioner Blue motioned to approve the recommendation for "Option 1, Section a" for the Visalia Gadabouts and Commissioner Lozano seconded the motion. Motion carried 5-0.

Commission Chair Steven Woods: The Visalia Gadabouts shall pay to the City of Visalia the amount of \$338.80 in monthly installments of \$28.23 due on the first day of each month, January through December, 2020.

MOTION: Commissioner Eastes motioned to approve the recommendation for "Option 2" and Commissioner Blue seconded the motion. Motion carried 5-0.

Commission Chair Steven Woods: The Parks & Recreation Commission moves to postpone the recommendation to City Council until financial documents and proof of current non-profit status is provided. Documents must be provided by 3 p.m. on Friday, January 10, 2020. The Parks & Recreation Commission will review documents at the January 21st meeting and City Council will review at the February 3rd meeting. Usage of the Visalia Senior Center facility for January 1st-February 1st will be provided to Senior Pride Bingo at the cost of direct-staffing. This subsidy will cease if they do not provide requested information by January 10, 2020.

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

Recreation Programs/Special Events, Laurissa Roggenkamp, Recreation Division Manager

The ice rink at Garden Street Plaza is operating. Rain closed the first public skate night. Otherwise attendance has been successful. Downtown Visalians sponsored two public free skate nights, with 40 people in attendance on the first night and 100 the second.

The Visalia Senior Center Christmas luncheon will be 12/20/19.

The first Breakfast with Santa event at the ice rink took place 12/14/19. The next is scheduled for 12/21/19.

There are Family Skate Nights at the ice rink.

City offices will be closed 12/24/19 and 12/25/19.

The Visalia Senior Center will host a New Year's luncheon 12/31/19.

The Visalia Senior Center will host a special luncheon 1/17/20.

Recreation Staff is working on Visalia Senior Games in March, 2020. Registration opens 1/1/20.

Parks & Urban Forestry - None

Director's Report on Administrative Items, Laurissa Roggenkamp, Recreation Division Manager

Staff is finalizing a Scope of Work to get floors replaced at the Visalia Senior Center and the Whitendale Community Center.

Budget assignments for this upcoming fiscal year 2-year budget cycle have been received from the Finance Department.

5. **Commissioners Comments and Requests:**

Community Enhancement Foundation Report, Commission Chair Steven Woods

Kathy Falconer from the City Environmental Committee may be interested in becoming a member.

Earth Day will be on the same day as the next Chalk Walk event. The two events will be combined at Riverway Sports Park.

The Committee is evaluating three possible new board members.

Love Your Parks Day celebration may have a skating event at Recreation Park.

Pillars of Fame Committee Report, Commissioner Rick Eastes

The committee met with two members from the last committee, Vince Elizondo and Jim Bean, to review candidates for eligibility. Selected candidates will be decided on at the last committee meeting in January.

Greenway Trail Sub-Committee Report, Commissioner Patrick Lozano – Nothing to report.

6. **Adjourn to the Regular Meeting of Tuesday, January 21, 2020**

MOTION: Commissioner Lozano motioned to adjourn the meeting at 6:00pm. Commissioner Filiponi seconded the motion. Motion carried 5-0.

Respectfully submitted
Kathleen Machado
Senior Administrative Assistant
Visalia Parks & Recreation