

APPROVED

Visalia Parks & Recreation Commission

Meeting Minutes

February 25, 2020

Call to Order/Roll Call

The Visalia Parks & Recreation Commission met in a regular meeting on Tuesday, February 25, 2020 in the Council Chambers at City Hall West, 707 W. Acequia Avenue. The meeting was called to order by Commission Chair Steven Woods at 5:30pm.

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

Absent: Ben Filiponi

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

Guest: AJ Jenkins of Visalia Youth Softball Association

1. Public Comment:

Alternate Commissioner Nancy Hawkins expressed concern for the amount of vehicle traffic in the evenings near the Anthony Community Center. There are many program participants arriving and leaving with no lights or crosswalks.. Kids are crossing the street while cars are stopping in the middle of the street to pick up or drop off program participants. It seems to be a safety concern that needs to be addressed. Walking out in the dark to get to the parking lot isn't very secure. Assistant City Manager Leslie Caviglia said that she would have this looked in to.

2. Review and Approve Minutes

The minutes of the January 21, 2020 regular meeting were motioned for approval by Commissioner Lozano and seconded by Commissioner Blue. The motioned carried 4-0.

3. Approval Request – 2020 Tulare County Renaissance Fair, Hosted by the Guild of Saint Mortimer

Recreation Manager Laurissa Roggenkamp presented a Recommendation to authorize the Parks & Recreation Director to grant exclusive use of Plaza Park and special allowances to the organizers of the 2020 Tulare County Renaissance. The event is scheduled to take place April 18 and 19, 2020. Organizers are requesting exclusive use of Plaza Park picnic areas and Softball Field 5 Thursday, April 16th through the afternoon of Monday, April 20th. Staff will be imposing deposit and rental fees totaling \$4,110.

Manager Roggenkamp presented the copy of the site map provided by the event organizer that had not been approved by Park Maintenance Supervisor. She pointed out that the jousting area had been moved to where the food court had been located in prior years. The Parks Maintenance Supervisor will review this change before approval is given to the organizer.

Staff is recommending that the Parks and Recreation Commission authorize the Director of Parks and Recreation to issue permits to the guild, under specified conditions, granting them special permissions:

- Allow horses in a City park for the jousting demonstration. Horses must be fenced in a secure area while not performing.
- A perimeter fence shall be used during performances separating the performance and spectators.
- Allow event staff and organizer approved participant vehicles to drive on to the park turf, strictly for the purpose of loading and unloading, and for spectator parking on Ballfield #5 during the event.
- Allow noise that exceeds 60 decibels.
- Allow glass ware in the park, sold by event vendors.
- Allow overnight parking and camping of event staff and organizer approved event participants.

City Staff and the City's Special Event Committee will condition the Guild of Saint Mortimer to provide the following:

- A detailed site map
- Evidence of an ABC license
- Security
- Portable restrooms
- Trash and recycle receptacles
- Health permits for food concessionaires

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- City Business licenses for commercial vendors

Commission Chair Woods: The new proposed jousting area looks to be narrower and shorter. Manager Roggenkamp will discuss the levelness of the turf with the Parks Maintenance Supervisor. The event organizers did not give a narrative as to why the jousting area location had changed.

RECOMMENDATION MOTION:

Move to approve the special event conditions set forth by the City's Special Event Committee and the closure of Plaza Park to the public April 17th-19th, 2020 for the Tulare County Renaissance Fair.

MOTION: Commissioner Lozano motioned to approve the recommendation as presented.

Commissioner Blue seconded the motion. The motion carried 4-0.

4. **Contract Review and Recommendation – Visalia Youth Softball Association and Kaweah Little League Softball**
Recreation Supervisor Freddy Arias presented a Recommendation to enter into agreements with Visalia Youth Softball Association (VYSA) and Kaweah Little League Softball (KLLS) for use of the Riverway Sports Park Softball Complex. Copies of the draft contracts were included for Commission to review. AJ Jenkins, VYSA president, was present to answer questions.

RECOMMENDED MOTION:

Move to recommend to City Council the approval of the contracts with Visalia Youth Softball Association and Kaweah Little League Softball.

Commission Chair Woods pointed out that tournament dates are to be scheduled at least 6 months in advance and that the opening date is just weeks away, and asked if this could be waived this year. Manager Roggenkamp said that the contracts can be amended prior to presenting them to Council.

MOTION: Commissioner Lozano motioned to approve the recommendation as amended.

Commission Chair Woods seconded the motion. The motion carried 4-0.

5. **Pillars of Fame Review and Approval of Nominees**
Recreation Supervisor Eric Ferreira presented a Recommendation for Pillars of Fame inductees. Allyson Giampietro Briano, Ricardo Rasner and Lauren Billys Shady are the nominees. The new inductees will be honored into the Heritage Court Pillars of Fame at Riverway Sports Park March 14, 2020.
Allyson Giampietro Briano thanked the commission for the opportunity of being recognized.

RECOMMENDED MOTION:

Move to approve the induction of all three nominees into the Pillars of Fame.

Commissioner Blue motioned to approve the recommendation as presented.

Commissioner Eastes seconded the motion. The motion carried 4-0.

6. **Annual Report – Senior Programs**
Recreation Supervisor Eric Ferreira presented the 2019 Senior Programs Annual Report.
Commissioner Blue asked if feedback is received from program participants, expressing what programs and activities they might like to have. Supervisor Ferreira confirmed.
Alternate Commissioner Hawkins added that Master Gardeners maintain the garden at the Visalia Senior Center on Fridays.

7. **Update on City Council Reports and City Staff Announcements
Recreation Programs and Special Events**

Recreation Manager Laurissa Roggenkamp gave the following announcements and list of upcoming events:

- 3/3/20 Visalia Teen Committee Dodgeball Night
- 3/6/20 Visalia Senior Games 'soft' registration deadline
- 3/14/20 Riverway Sports Park Softball Complex Grand Opening and Pillars of Fame Inductees Ceremony
- 3/17/20 Visalia Senior Center St. Patrick's Day Luncheon
- 3/21, 3/22, 3/28 & 3/29 Visalia Senior Games
- The Visalia Senior Center and Whitendale Community Center will have new flooring installed through Measure N funding.

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- Budgets have been submitted.
- Visalia Senior Games participant registration numbers are good.
- Assistant City Manager Leslie Caviglia has been working on the Community Garden with the Parks Maintenance Staff.
- The Spring Youth Baseball and Volleyball registration deadline was 2/21/20. There are over 500 registered for Baseball. Registration will continue to be accepted as space allows.
- The Senior Meal Contract was approved by Council 2/3/20. A Public Hearing was held 2/18/20 giving the opportunity for input regarding the price increase but no one from the public attended to comment. The meal price increase passed and will be effective 3/16/20. Staff has posted notification at the Senior Center.

Parks and Urban Forestry Projects, Programs and Special Events – Nothing to report

Administrative Items

Assistant City Manager Leslie Caviglia announced:

- The new Community Services Director will bring the Ranger Report back to the commission after it has been addressed.
- The softball organizations questioned contract charges. It was decided that they should pay at least what other organizations are paying to use the Riverway Sports Complex athletic fields. There will not be home run fencing. There will not be scoreboards. This was the responsibility of the softball organizations and they have not made this capital investment. Commissioner Lozano: If they contribute scoreboards the City should have a standard for the equipment because we don't want something that will deter from the look of the facility. Recreation Manager Roggenkamp added that they wouldn't be allowed to permanently add something to the facility without the City also having use of it. The City would definitely have input.
- Interviews for the Community Service Director position were held 2/20/20 and 2/24/20. Alternate Commissioner Lisa Walsh was on the interview panel for the position.

Commissioners' Requests and Comments:

Community Enhancement Foundation Report

Commission Chair Woods and Alternate Commissioner Lisa Walsh announced:

- They are currently looking for replacements for the Executive Director and Treasurer positions.
- They are looking for new members.
- The next meeting will be 2/27/20.
- The Chalk Walk will be incorporated with Earth Day at Riverway Sports Park
- Working with Bill Lynch from Momentum Broadcasting and Bueno Beverage on the KJUG Concert Series
- Working on the Spaghetti Fundraiser
- Working on the Fromage Frolic

Pillars of Fame Subcommittee

Commissioner Eastes said that there may be foreseeable future exceptions to the established criteria.

Greenway Trail Naming Subcommittee

Commissioner Lozano said there was nothing to report.

8. Adjourn to the Regular Meeting of Tuesday, April 21, 2020

MOTION: Commissioner Blue motioned to adjourn the meeting at 6:49pm. Commissioner Lozano seconded the motion. The motion carried 4-0.

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