

**Visalia Parks & Recreation Commission  
Meeting Minutes  
May 10, 2022**

**Call to Order/Roll Call**

The Visalia Parks & Recreation Commission met in a regular meeting on Tuesday, May 10, 2022, at City Hall West located at 707 W. Acequia Avenue, in Council Chambers. The meeting was called to order by Commission Chair Steven Woods at 5:30pm.

**Members Present:** Steven Woods, Samantha Wagner, Veronica Barajas and Lisa Walsh

**City Staff:** Alvin Dias, Laurissa Roggenkamp, Leslie Caviglia and Kathleen Machado

1. **Public Comment:** None
  
2. **Review and Approve the Minutes of the Regular Meeting of April 12, 2022**  
MOTION: Motion to approve the minutes with a correction to Item 5, "registration for new swimmers in conjunction with passing a tryout will be 4/23/22", Walsh/Woods; Motion carried 4-0
  
3. **Presentation: City of Visalia Trails and Bike Paths Update – Highlighting Projects that are meeting the goals of our Active Transportation Plan (ATP) – Diego Corvera, City of Visalia, Engineering Department**
  
4. **Presentation: Active Transportation Program – Casey Chu and Diego Corvera, City of Visalia Engineering Department**  
Letter of Support for a grant application to the Active Transportation Program  
MOTION: Sign Letter of Support as presented, Wagner/Barajas; Motion carried 4-0
  
5. **Update on City Council Reports & City Staff Announcements**
  - **Recreation Programs and Special Events – Laurissa Roggenkamp, Recreation Manager**
    - Virtual 2022 Summer Activities Guide has posted. Postcard mailing has been postponed
    - Summer registration opened 5/2/22; approximately \$29,000 revenue; majority of registration done online
    - 130 participants enrolled in Session 1 group swimming lessons
    - 57 participants enrolled in Camp Kaboom
    - Dance classes returning for Adult Enrichment
    - Indoor volleyball and basketball returning for Adult Sports
    - Swim teams started practicing 6/9/22 with 381 participants registered; 200+ participants attended tryouts 4/23/22, bringing in \$16,000 in a 3-hour timeframe
    - Partnership with Family Services of Tulare County established for monthly food distribution at the Manuel F. Hernandez Community Center
    - Regarding the Trust for Public Land campaign to build community parks within 10-minute for City residents; Holly Ellis researched our entire park system, including Landscape & Lighting funded pocket parks, to update our City's data on their website. City of Visalia score is now up to 65%
    - Movies in the Park start 6/24/22 at Riverway Sports Park; Splash pad will be operating

- **Parks & Urban Forestry Projects, Programs and Special Events** – *Alvin Dias, Parks & Facilities Manager*
  - Plaza Park Softball Complex fencing project - Unused bullpen fencing around Fields 2, 3 and 4 will be repurposed to cut cost and be used for perimeter fencing. Community Enhancement Foundation will contribute from Treaster Family funding to help complete the project.
  - Recreation Park well has gone dry. Well pump service contractor ran a camera down into the well today to make an assessment.
  - Ruiz Park irrigation pump update
  - Park Projects
  - New rock on the parking lot surface and filled potholes at St. John's River Walk
  - Urban Forestry and Parks Maintenance staff have cleaned up the Community Garden
  - Landscape & lighting districts and median contracts expiring soon
  - Working on bids to repaint the Manuel F. Community Center with Measure N money
  - Looking into security fencing along the front the Whitendale Community Center
  - Meeting with Finance to increase funds to Riverway Sports Park playground equipment replacement
  - Fertilization completed at Riverway Sports Park; aeration being completed at sports fields
  - Amazon employees volunteered on 4/22/22 and cleaned up a portion of the St. John's River trail
  
- **Administrative Items** –
  - Parks & Recreation Department Director recruitment closed on 5/30/22, Alvin Dias, Parks & Facilities Manager
  - Alvin Dias is acting Department Head for Parks & Urban Forestry Division and Laurissa Roggenkamp is acting Department Head for the Recreation Division, Laurissa Roggenkamp, Recreation Manger
  
- 6. Commission Requests and Comments:**
- **Visalia Community Enhancement Foundation Report** – *Lisa Walsh, Commission Vice Chair*
  - Met two weeks ago
  - To Alvin Dias, submit paperwork with budget approval for funding.
  - Who does a group needing appropriate liability coverage go to? Leslie Caviglia said that the City's Risk Management Department can secure individual insurance per project.
  - Fromage Frolic being postponed until 2023

Adjourn to the Regular Meeting of Tuesday, June 14, 2022

Meeting adjourned at 6:10pm

MOTION: Motion to adjourn, Barajas/Wagner; Motion carried 4-0

Respectfully submitted,  
Kathleen Machado,  
Senior Administrative Assistant  
City of Visalia, Community Services Department