

**Visalia Parks & Recreation Commission  
Meeting Minutes  
October 11, 2022**

**Call to Order/Roll Call**

The Visalia Parks & Recreation Commission met in a regular meeting on Tuesday, October 11, 2022, at City Hall West located at 707 W. Acequia Avenue, in Council Chambers. The meeting was called to order by Commission Chair Lisa Walsh at 5:30pm.

**Members Present:** Steven Woods, Lisa Walsh and Edgardo Monroy

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

**1. Public Comment:**

- a. Frank Ruiz, Citizens Advisory Committee (Visalia, CA) – Interested in a 2023 Earth Day collaboration between CAC and Parks & Recreation Commission
- b. Bill Huott (Visalia, CA) – Expressed appreciation of City of Visalia staff

**2. Review and Approve the Minutes of the Regular Meeting of September 13, 2022**

**MOTION:** Motion to approve the minutes as presented, Woods/Monroy; Motion carried 3-0

**3. Recommendation on the Construction and Installation of a Six-foot Wrought Iron Security Fence for the Lincoln Oval Park Building – Alvin Dias, Parks & Facilities Manager**

**Recommendation:**

Move to recommend that the Parks and Recreation Department install a six (6) foot wrought iron security fence around the Oval Park Building and HVAC unit.

- Bill Huott (Visalia, CA) – Expressed his support for the proposed fence.
- Mary Jo Eastes (Visalia, CA) – Expressed her gratitude for the proposed fence.

**MOTION:** Motion to approve the recommendation, adding the installation of eave lighting to the requested recommendation; Woods/Monroy; Motion carried 3-0

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

- **Recreation Programs and Special Events – Laurissa Roggenkamp, Recreation Manager**
  - Visalia Senior Center Open House 10/13/22, 10:00am-1:00pm
  - Parks & Recreation Department Director, Kelli Kincaid starts work 10/17/22
  - Second round of Recreation Coordinator interviews 10/25/22
  - Make a Difference Day 10/29/22 at Foxwood, Summers and Plaza parks
  - Recreation Division staff are reviewing Winter program work plans. Registration opens 11/1/22
  - The City is currently accepting applications for 2 Parks & Recreation Commission members. Council will review applications after elections on 11/8/22
- **Parks & Urban Forestry Projects, Programs and Special Events – Alvin Dias, Parks & Facilities Manager**
  - Building Maintenance will start Oval Park Building fencing, using Measure N funding
  - Parks Maintenance staff have been working on removing playground structures in preparation to replace them

- Met with Finance Director and City Manager to get budget increased for Riverway Sports Park and Riverbend Park playground structure replacements with ARPA funds. RFP with Purchasing going back out to bid and design
  - Other RFP': addition of lighting at some playground areas in parks that don't have existing lighting with solar lights
  - Approved for two Parks Maintenance positions. Recruitment closed 10/7/22. 182 applications received
  - Lead Custodial position will be released for recruitment hopefully 10/14/22
  - Four hourly Parks Maintenance positions have been approved and candidates are going through hiring processes
  - ABLE Industries will no longer be maintaining Riverway Sports Park effective 11/1/22. City staff is currently maintaining the park's restrooms. There is now City staff at the park on the weekends for routine cleaning. Eventually City staff will clean all parks and ABLE Industries will maintain the downtown area, Transit Center and trails
  - Urban Forestry has received many requests for oak tree removals
    - Commissioner Woods – Reasons given for oak tree removal requests?
      - Alvin Dias – Most requests are because the health of the trees is starting to deteriorate; some people are fearful of trees or tree limbs falling on personal property; drought-causing issues
  - Many landscape and lighting districts waiting to be out for formal bid; caught up with temporary contracts
  - Pocket parks fall season surfacing
  - Irrigation repairs
- **Administrative Items –**
    - Alvin Dias – Parks & Recreation Director, Kelli Kincaid starts next week

**5. Commission Requests and Comments:**

- Commissioner Monroy – Riverway Sports Park bathrooms have noticeably improved; has heard comments from park visitors of what a nice facility it is
- Commissioner Walsh – How is the grass at Riverway Sports Park?
  - Alvin Dias – Looks better; sticking to fertilization and aeration programs and have been able to water a little more, keeping the grass better
- **Visalia Community Enhancement Foundation Report – Lisa Walsh, Commission Chair**
  - Electing board members at the end of October

**6. Adjourn to the Regular Meeting of Tuesday, November 8, 2022**

- Meeting adjourned at 6:20pm

**MOTION:** Motion to adjourn, Monroy/Woods; Motion carried 3-0

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