

Approved 4/11/23

**Visalia Parks & Recreation Commission  
Meeting Minutes  
March 1, 2023**

**Call to Order/Roll Call**

The Visalia Parks & Recreation Commission met in a special meeting on Wednesday, March 1, 2023, 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:** Lisa Walsh, Samantha Wagner and Edgardo Monroy

**City Staff:** Kelli Kincaid, Laurissa Roggenkamp, Joel Hooyer, Daryl Tillman, and Brandon Smith

**Guests:** Kelsie Davis, Sharise VanDam and Patrick Moorman, Leadership Visalia

1. **Public Comment:** None

2. **Review and Approve the Minutes of the Regular Meeting of January 10, 2023**

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

3. **Application Review and Approval Request for Closure of Plaza Park for the Tulare County Renaissance Fair – Laurissa Roggenkamp, Recreation Manager**

**Recommendation for Motion:**

Move to approve the special event conditions set forth by the City and closure of Plaza Park to the public April 15<sup>th</sup>-16<sup>th</sup> for the Tulare County Renaissance Fair.

**MOTION:** Motion to approve as presented – Walsh/Wagner Motion carried 3-0

4. **Mental Health Awareness Mural at Rawhide Baseball Stadium – Laurissa Roggenkamp, Recreation Manager and Brandon Smith, Principal Planner**

- Mural to be presented to Visalia City Council 3/6/23
- Commission Chair Walsh suggested incorporating QR codes in the mural to access information not allowed in the picture
  - Sharise VanDam – QR codes discussed but would need to be updated and maintained. Potentially an information board with QR codes could be added  
Goal to be done by 5/19/23
  - Patrick Moorman, Jr., Leadership Visalia – working on mural logistics. Confirmed that the artist will be creating the mural on panels that will be installed rather than painting directly onto a wall at the location  
Will be located at the south parking lot

**MOTION:** Motion to approve the mural, Wagner/Monroy 3-0

5. **Review Parks and Recreation Commission Applications – Kelli Kincaid, Parks & Recreation Director**

**MOTION:** To meet with all nine (9) potential candidates, Walsh/Wagner; carried 3-0

**MOTION:** To establish a sub-committee to interview Parks and Recreation Commission candidates, narrowing down the list to go before City Council for approval, Monroy/Wagner, Motion carried 3-0

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

- **Recreation Programs and Special Events – Laurissa Roggenkamp, Recreation Manager**
  - Spring classes and activities started today. Postcards announcing Spring registration will go out to the community this coming weekend
  - A partnership with Visalia Unified School District (VUSD) has been negotiated where they will pay for swim team registration for VUSD students through Expanded Learning Opportunity funding
    - Looking to expand the partnership to include swim lessons in the summer to pay for VUSD students
  - The two softball user group facility use agreements with the City will be presented to the Parks and Recreation Commission for review and recommendation to City Council
  - Staff has been working on Party for the Planet

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- Mother & Son Dance is scheduled for 4/15/23
  - A soothing space is an additional offering at the dance
- Visalia Senior Center staff working on a proposal for a bingo program
  
- **Parks & Urban Forestry Projects, Programs and Special Events – Joel Hooyer, Parks & Urban Forestry Supervisor and Daryl Tillman, Parks Maintenance Supervisor**
  - **Joel Hooyer:**
    - Roadsides and medians contract approved by City Council. Hoping to get started by 4/1/23
    - Put out RFB for Quadrant K; closing date is 3/8/23
    - Responding to several downed trees and broken limb calls due to recent storms
    - Will be reviewing and revising the approved street tree list
    - Currently have 15 Valley Oak Tree removal applications (for 22 trees)
    - Planning Arbor Day in conjunction with Party for the Planet on 4/18/23
    - Village Park playground will be installed this month
    - Installation of the fence that surrounds the Lincoln Oval Park building starts next week
    - Plaza Park Softball Complex restroom remodel project has estimated cost of \$47,019.71
  - **Daryl Tillman:**
    - A historic oak tree fell at Plaza Park that damaged the bridge that connects the two sides of the park
    - Twenty-one trees fell in parks and landscape and lighting districts due to today's storm
  
- **Administrative Items – Kelli Kincaid, Parks & Recreation Director**
  - Arts and culture are going to be incorporated into the Parks and Recreation general plans; will be working with Brandon Smith on the Mural Guidelines and Procedures to update the policy
  - Developing many partnerships through Party for the Planet
    - Kathy Falconer with Visalia Environmental Alliance Group will be leveraging funds sponsored for the previous Earth Day event that was cancelled due to COVID-19 and working with vendors for the event
    - We are showcasing many events throughout Visalia for the month of April
      - 4/1/23 event in conjunction with an event through the Tulare County Library.  
Hoping to have a farmer's market  
Working on activating The Piano Project
      - 4/19/23 is the Spring into Action event at Cherry Meadows Park  
Beautification projects  
Partnering with Amazon employee volunteers and a charter school
      - 4/29/23 will be Party for the Planet attached to Dia de los Ninos  
Two \$1000.00 sponsorship secured  
Forty youth vendors  
Several City agencies will be present
  - East Side Regional Park will be going to City Council on 3/6/23

**7. Commission Requests and Comments:**

- **Visalia Community Enhancement Foundation Report – Lisa Walsh, Commission Chair**
  - Met in January. Will meet again in March to verify open funds
  - Visalia Senior Center mural project update
  - Would like to memorialize Bob Ludekens upon the 5-year anniversary of his passing

**8. Adjourn to the Regular Meeting of Tuesday, March 14, 2023**

- Meeting adjourned at 6:36pm

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

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