

**Visalia Parks & Recreation Commission
Meeting Minutes
September 12, 2023**

Call to Order/Roll Call

The Visalia Parks & Recreation Commission met in a regular meeting on Tuesday, September 12, 2023, at City Hall West located at 707 W. Acequia Avenue, in Council Chambers. The meeting was called to order by Commission Vice-Chair Samantha Wagner at 5:30pm.

Members Present: Samantha Wagner, Edgardo Monroy, Janelle Hickey, and Zachary Boudreaux

City Staff: Kelli Kincaid, Laurissa Roggenkamp, Alvin Dias, Candace Harrington, Eric Ferreira, Karee Virrey, and Kathleen Machado

1. Public Comment:

- None

2. Review and Approve the Minutes of the Regular Meeting of May 9, 2023

MOTION: Motion to approve the minutes as presented, Monroy/Wagner; Motion carried 4-0

3. Introduction of New Commissioners Zachary Boudreaux and Janelle Hickey

4. Introduction of New Staff

- Recreation Supervisor Eric Ferreira introduced Karee Virrey, Recreation Coordinator
- Parks & Recreation Director Kelli Kincaid introduced Candace Harrington, Animal Services Manager

5. 2023 Spring Park Maintenance Project Updates

- Parks & Facilities Manager Alvin Dias presented an update and staff report on 2023 Spring Parks Maintenance Projects

6. Verbal Report of the Proposed Parks & Recreation Master Plan, presented by Kelli Kincaid, Parks & Recreation Director

7. Reports and Announcements

- **Recreation Programs and Special Events – Laurissa Roggenkamp, Recreation Manager**
 - Calendar of Events
 - 9/15 – Movies in the Park @ Cherry Meadows Park
 - 9/16 – First day of Corporate Games; 12 teams
 - 9/16 – El Grito event @ Recreation Park
 - 9/22 - Movies in the Park @ Sunset Park
 - 10/5 – Corporate Games closing ceremonies
 - 10/6 – First Fridays in Downtown Visalia
 - 10/6 – City of Visalia Centennial Celebration & National Night Out
 - 10/7 – Paso Wine Tour
 - 10/10 – Parks & Recreation Commission meeting
 - 10/13 – Visalia Senior Center Open House
 - 2023 Fall Live & Play Guide available online
 - New contracted dance instructor
 - Flag Football starts Saturday, 9/16/23
 - Adult Sports Leagues are up and running
 - Recreation Supervisor interviews 10/6/23; 10 candidates

- **Parks & Urban Forestry Projects, Programs and Special Events – Alvin Dias, Facilities Manager**
 - Parks & Urban Forestry
 - Irrigation repairs
 - Herbicide applications
 - Replenishing playground wood fiber throughout city
 - Prepping fields for Adult Softball
 - Citywide playground repairs
 - Pickleball courts clean-up; testing new pressure washer system
 - Contractor returning to repair Village Park play structure
 - Riverway Sports Park playground proposals under review
 - Eastside Regional Park recharging basin under construction. Landscape coming soon
 - Preparing ARPA projects to go out to bid
 - General Fund CIP's
 - Landscape and Lighting Districts contract are getting awarded
 - Facilities
 - Working on replacing Anthony Community Center gym door
 - Recruitments
 - Conditional offer made for Lead Park Custodian position
 - Landscape Technician - final interviews 9/14/23
 - First round interviews for Urban Forestry Supervisor 9/18/23
 - Landscape Inspector – application phase closed last week; 10 candidates
 - Looking for Hourly Custodial Maintenance Workers
- **Administrative Items – Kelli Kincaid, Parks & Recreation Director**
 - New approach to partnerships and collaborations
 - Provident Skatepark
 - Uptick with graffiti; because graffiti is replaced as soon as it's removed the Maintenance Team has taken a pause on graffiti removal. Have connected with two stakeholders, who frequently attend the skatepark, to aid in breaking barriers with the skating community.
 - Plan to add a shade structure over the skatepark through ARPA funding

8. Commission Requests and Comments:

- Commissioner Monroy complimented staff on their hard work
- Commissioner is excited for opportunities to engage with the community
- Commissioner Wagner expressed her appreciation for the skatepark approach

9. Adjournment -

- Meeting adjourned at 6:22pm

MOTION: Motion to adjourn, Monroy/Hickey; Motion carried 4-0

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