

**Visalia Parks & Recreation Commission
Meeting Minutes
March 25, 2019**

Call to Order/Roll Call

The Visalia Parks & Recreation Commission met in a special meeting on Monday, March 25, 2019, in the Conference Room, at City Hall West, 707 W. Acequia. The meeting was called to order by Commission Chair Filiponi at 5:45 p.m.

Present: Ben Filiponi, Lisa Walsh (Alternate Commissioner), Steven Woods, Rick Eastes

Absent: Patrick Lozano and Shann Blue

City Staff: Jeannie Greenwood

1. Annual Review and Approval of Fees and Charges – *Written report by Laurissa Roggenkamp, Recreation Manager*

Director Greenwood provided a verbal report on rates and fees for Fiscal Year 2019/2020.

Commissioner Eastes asked if rates and fees for park area premiums had been increased or decreased at all. Director Greenwood informed him that none of the proposed fees for Fiscal Year 2019/2020 have been changed from the prior year and that the only edits from prior year was the addition of the Ice Rink rental fees.

Chair Filiponi asked where the new Riverway Sports Park softball field's rates and fees were. Director Greenwood stated that it would be the same pricing as the baseball fields at Riverway Sports Park. Chair Filiponi requested that the rates and fees for the softball fields be specifically stated in the rates and fees schedule.

Through review of the rates and fees it was determined by the Commission that under Athletic Facilities additional fees were needed for the following items: janitorial services, portable restrooms and field prep. These items will be charged at the direct cost that the department is charged from the service provider plus an additional 10% for administrative costs. An additional item was requested to be added for a cleaning and damage deposit. The Cleaning/Damage deposit amount will be determined based on the size and scope of use.

Commissioner Woods motioned to recommend the rates and fees to Council with the additions discussed under Athletic Facility Fees. Commissioner Eastes seconded the motion. All were in favor, motion carried 3-0.

Meeting adjourned at 6:00 p.m. by Commissioner Woods, seconded by Commissioner Eastes, motion carried 3-0.

Respectfully submitted by,
Laurissa Roggenkamp
Recreation Manager