

APPROVED

**Visalia Parks & Recreation Commission
Meeting Minutes
February 13, 2024**

Call to Order/Roll Call

The Visalia Parks & Recreation Commission met in a regular meeting on Tuesday, January 9, 2024, at City Hall West located at 707 W. Acequia Avenue, in Council Chambers. The meeting was called to order by Commission Chair Samantha Wagner at 5:30pm.

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

Members Absent: Zachary Boudreaux

City Staff Present: Kelli Kincaid, Laurissa Roggenkamp, Alvin Dias, Holly Ellis, Stephany Soto, Cody McLaughlin, and Kathleen Machado

1. Public Comment:

- None

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

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

3. Introduction of Stephany Soto, Recreation Coordinator – Holly Ellis, Recreation Supervisor

4. Bridging Horizons Fully Inclusive Park Project: Concept Layout Update – Cody McLaughlin, City of Visalia Assistant Engineer

5. Reports and Announcements

- **Recreation Programs and Special Events – Laurissa Roggenkamp, Recreation Manager**
 - Calendar of Events
 - 2/10 - Spring Registration Opened
 - 3/16 - Irish Fest at Recreation Park
 - 2024 Visalia Senior Games
 - 1st Friday Partner - Event dates TBA
 - 3/9 - Walk with a Doc
 - 2/19 – Office closed for President’s Day
 - 3/12 – Parks and Recreation Commission Meeting
- **Parks & Urban Forestry Projects, Programs and Special Events – Alvin Dias, Facilities Manager**
 - Recruitments
 - Buildings Technician
 - Lead Custodian
 - Park Ranger
 - CIP projects
 - Whitendale Park Picnic Arbors - Notice to Proceed
 - Park solar lighting - Notice to Proceed
 - Reviewing final 5 parks for playground replacements
 - CIP’s
 - Plaza Softball Complex restrooms
 - East Side Regional Park - Basin construction final walk-through; landscape to start Spring 2024
 - Park developments
 - Herbicide
 - Playground repairs

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- Park lighting issue repairs
- Upgrade Plaza Pickleball Court lights
- Jefferson & Plaza Park automated lighting update

- **Animal Care Center** – *Kelli Kincaid, Community Services Director*
 - Ordinance revision presented at next Council meeting

- **Administrative Items** – *Kelli Kincaid, Community Services Director*
 - Proposing drone light show for 4th of July celebration

- 6. Commission Requests and Comments:**
 - Commissioner Wagner asked if there is an update to fill the vacant commissioner position
 - Kelli Kincaid explained this is being worked on

- 7. Adjournment -**
 - Meeting adjourned at 6:24pm

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

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