

**Visalia Parks & Recreation Commission
Meeting Minutes
May 13, 2025**

Call to Order/Roll Call

The Visalia Parks & Recreation Commission met in a regular meeting on Tuesday, May 13, 2025, 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 5:31pm.

Members Present: Samantha Wagner, Janelle Hickey, Nancy Hawkins, and Kaitlyn Lusk

City Staff Present: Jason Glick, Alvin Dias, Laurissa Roggenkamp, Eric Ferreira, Candace Harrington, and Kathleen Machado

1. Public Comment:

- Bill Huott, Visalia CA
- Liz Wynn, Visalia CA

2. Review and Approve the Minutes of the Regular Meeting of April 8, 2025

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

3. Neighborhood Park #2 (Pearl Woods Property) Public Input Meeting – Presented by Jason Glick, Parks & Recreation Director and Quad Knopf Inc representatives

4. Review and Recommendation: Request by Visalia Youth Baseball to charge spectator fees at CR Shannon Baseball Complex for 2025 tournaments – Discussion lead by Eric Ferreira, Recreation Supervisor

Recommended Motion: Move to authorize the Director of Parks & Recreation to grant permission to Visalia Youth Baseball to charge spectator admission into the CR Shannon Baseball Complex for the duration of the 2025 Clyde Soto Memorial Tournament, Cal Ripken State Tournament, and Cal Ripken Regional Tournament.

Motion to approve the recommended motion as presented, Hawkins/Hickey; Motion carried 4-0

5. Annual Review and Recommendation: Fees and Charges for Fiscal Year 2025/2026 – Discussion lead by Laurissa Roggenkamp, Recreation Manager

Recommended Motion: Move to recommend to City Council the approval of the recreation program fee philosophy and fee schedules for picnic and special use, facility reservation, and athletic and miscellaneous facility use.

Motion to approve the recommended motion as presented, Hawkins/Lusk; Motion carried 4-0

6. Reports and Announcements

- **Recreation Programs and Special Events** – Laurissa Roggenkamp, Recreation Manager
 - Events Calendar
 - 4/25/25 – Party for the Planet at Stonebrook Park, with 24 vendors and 300 attendees. Community helped plant 80 plants and 8 trees
 - 4/26/25 – Dia de los Ninos at Summers Park, with 36 vendors and 300 attendees
 - 5/12/25 – Summer registration opened

Visalia Parks & Recreation Commission
Meeting Minutes
May 13, 2020

- Recruiting summer staff
 - 5/30/25 – Mother & Son Dance at Visalia Convention Center
 - 6/9/25 – Summer programs start
 - 6/10/25 - Parks & Recreation Commission meeting and Neighborhood Park #3 public meeting at City Hall West in Council Chambers
 - 6/14/25 - Neighborhood Park #3 public meeting at Soroptimist Park
- **Parks, Urban Forestry, Facilities and Trails** – Alvin Dias, Parks & Facilities Manager
 - Playground Replacement Projects
 - Jefferson and Rotary Park playgrounds are open
 - Pinkham Park is almost done
 - Woodland Park is under construction
 - John Combs Park is done and waiting on wood fiber delivery/installation and State certification
 - Shade Structures – Sunset, Village, Stonebrook, and Whitendale parks all have footings installed and equipment has been ordered.
 - Riverway Sports Park Fence Project pre-bid meetings scheduled for 5/14 and 5/15; should close end of May
 - Greenway Trail landscape installed
 - Party for the Planet – before the event an Amazon group of people came out to prepare the park by painting fencing, abating weeds, and picking up trash
 - Staff aerated and fertilized at Riverway earlier this month
 - Riverway Sports Park splash pad being prepared to open Memorial Day Weekend
 - Trail Staff
 - Supervisor on board
 - Overseeing staff
 - Tasked with updating trail amenities
 - Cleaning up trail and enforcing no camping
 - Park Staff Assignments
 - Weed abatement
 - Irrigation repairs
 - Parks aeration
 - Booster pump at Summers Park
 - Rawhide batting cages update
 - Plaza Park restroom doors replaced
 - Reviewing pocket parks in landscape and lighting districts
- **Animal Care Center** – Candace Harrington, Animal Services Manager
 - Animal intake update: 296 animals taken in
 - 7 adopted
 - 34 reclaimed
 - 42 cats trapped, neutered and released
 - 97 rescued
 - 2 puppies adopted at Party for the Planet
 - Empty the Shelters event ends 5/15/25
 - 6/7/25 participating in Central California Adopt A Pet
 - Free Summer Pet Care Program; register through Live & Play Guide

Approved 6/10/25

Visalia Parks & Recreation Commission

Meeting Minutes

May 13, 2020

- **Administrative Items** – Jason Glick, Parks & Recreation Director
 - Victory Oaks neighborhood park meetings start next month
 - Elliott and Pearlwood properties coming back to Parks & Recreation Commission late summer for recommendation for conceptual design
 - Parks & Recreation Master Plan needs assessment on track for RFP
 - Park impact fee study
 - Riverway Sports Park soccer fields pilot program
 - Riverway Sports Park fencing project should start mid- summer
 - Soccer fields to be seeded with rye last week of October
 - Provident Skate Park update

7. Commission Requests and Comments:

- Commissioner Hawkins – Master Gardeners hosting a plant sale Saturday, 5/17
- Commissioner Hickey –Provident Skate Park graffiti and mural removal
- Commissioner Lusk – Social media comments on animal chip scanners; Plaza Park Pond
- Commissioner Wagner –Riverway Sports Complex rainouts

8. Adjournment -

- Meeting adjourned at 6:32pm

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

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