



Parks & Recreation Commission

Woodland Community & Senior Center
2001 East Street, Woodland, CA 95776

Commission Meeting Minutes July 23, 2012

Call to Order

Meeting convened at 6:32 p.m. at the Woodland Community & Senior Center, 2001 East Street, Woodland, California by Commissioner Salinas.

Commissioners Present: Stephens, Salinas, Groom, Romero, 2 Vacant

Absent: Fernandez

Staff: Meyer, Tringali, Haynie

Pledge of Allegiance

Correspondence

Letter received from St. Johns Retirement Village Inc. stating that they had reserved Ferns Park for an employee appreciation picnic. Their only concern was that the restrooms were dirty and were locked up at 7 p.m. St. John's reservation was 3-8 p.m. Their other concern was that the water feature was not in operation. Commission asked why this group was not notified that the restroom would be closed and that the water feature was not in operation. Haynie responded that the Administrative Staff were not made aware of either of these issues. Normal procedure when a reservation is in place and there is an issue with the park, staff calls the reservation and informs them of the issues giving the group an opportunity to either cancel or move their reservation to another park. Meyer will address the communication issue between the two divisions and will follow up with a letter to St. Johns.

Email received from Brad Townsley, Clark Field neighbor, voicing his concerns about the lack of progress in installing new netting at Clark Field to keep foul ball from going on to neighborhood property. He reiterated the incidents and concerns he brought to the Commission in 2010. Commission asked staff if there was disconnect in communication between the group, staff and the Commission. Neither Staff nor the Commission had received any complaints or claims for damages from the Clark Field neighborhood in two years. Sanders and Engel were setting up a meeting with the Clark Field neighborhood to discuss Mr. Townsley email and concerns. Commission asked Meyer to consult risk management and the City's attorney to investigate the City's legal and risk liability and report back to the Commission. Meyer also explained that the Capital Budget was just released and that there were funds designated for Clark Field in FY 13/14. Meyer had not had the opportunity to go over the document in detail. Commissioner Salinas asked if there could possibly be available year end funds from FY 11/12 to provide a short term option for Clark Field. Meyer believed a short term fix would cost \$40,000 and did not feel comfortable that such a solution that would need to be removed in the near future. Commissioner Salinas asked if the Parks & Recreation Commission could have input into which projects will be included in the Capital Budget for Measure E. Meyer responded that he would ask and report back to the Commission.

Public Comment (this item kept open in case Clark Field Neighborhood wished to address the Commissioner)

Chase Sheldon, Coach for Woodland Swim Team (WST), Board Member Julie Pain was there to make comments on the planned repairs at Charles Brooks Community Swim Center (CBCSC). Mr. Sheldon stated that the roof repair, new deck and resurfacing of the CBCSC have been a long time in coming. WST is meeting with the Mayor



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and Staff to discuss the closure times for CBCSC. Mr. Sheldon feels that the City should look into revenue options, explore the fee structure. Mr. Sheldon understands that free public swim is one of the City's projects that addresses Youth Violence Prevention, but suggests that the City could start charging for public swim. There may be additional revenue source. Commissioner Salinas asked if the WST ran the snack bar. Mr. Sheldon responded that they did, but only for their own meets.

Clark Field neighbors Brad Townsley and Tuan Doan were present at 7:15 p.m. Mr. Townsley stated that he would not make any comments at this meeting. Mr. Townsley had been in contact with both Engel and Sanders and would save his comments for them. Mr. Doan did address the Commission, stating that his Grandfather had been hit on the head by a foul ball. Mr. Doan's Grandfather refused to get medical assistance or file a claim with the City. Mr. Doan voiced his frustration with the time it has taken the City to address the foul ball issues. Commissioner Salinas stated that the Commission was sorry about the injury to Mr. Doan's Grandfather and that the Commission does take these issues seriously. Commissioner Romero stated that he grew up in the neighborhood and is aware of the foul ball issues. Meyer informed the Commission that placing higher netting to catch the foul balls is not a simple project. It will require an engineer to determine scope of netting for the poles from winds. Commissioner Groom asked if the field should be closed until the netting could be addressed. Meyer stated that the only issue in addressing this problem was money. Haynie informed the Commission that it would be a huge impact on the user groups if Clark Field was closed. There is not another field in the City that these groups could be moved to. Woodland High School uses Clark Field under the Joint Use Agreement between the Woodland Joint Unified School District and the City. Meyer asked for a copy of the Joint Use Agreement since he was not aware that Clark Field use was part of this agreement and stated that the stake holders should help in fixing this problem since this was a collective issue. Meyer will ask for the Joint Use Agreement to be put on the joint meeting with the School Board, Yolo County and the City. Commissioner Stephens stated that the City was the easiest target and wondered about the City's risk in this issue. When the neighbors moved into the area they assume a percentage of the risk and their homeowners policies will cover most of these claims. Meyer will consult the City's insurance and attorney on the City's risks and liability and report back to the Commission. Commissioner Salinas would like Clark Field Update on the agenda each month until these problems have all been addressed.

Consent Calendar

Commission Minutes of May 31, 2012

Commissioner Stephens made motion to accept the May 31, 2012 minutes as written; Commissioner Groom seconded the motion. Motion carried 3-0.

Communications Written-Staff Reports

Recreation Division Report-Dallas Tringali

Tringali updated the Commission on the Recreation Division. Senior Center is sending out a program and services survey. Commissioner Salinas asked if the survey was being sent out in both English and Spanish. Adult softball was finishing up the summer season and registration will begin in August for the fall season. The fall



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season is limited to 44 teams since soccer receives most of the field space for the fall/winter season. The Fall/Winter

Guide will be inserted into the Democrat on or around July 28, 2012. Summer youth programs held a Talent Show with 19 acts.

Parks Report/Street/Tree Report-Rob Sanders

Meyer went over the Parks/Street/Tree report; Slaven Park water feature had a few issues that have been resolved. Ferns Park water feature was shut down to make the new connection to the City's sewer system. The water feature is now working well. New gators were purchased; two new storage buildings were installed. The City purchased new chain link and boards for the bleachers for Clark Field, which the Committee will install. Commissioner Stephens asked if there could be a column that listed the diameter of the tree being removed. Meyer stated that the information can be added to the tree report.

Presentations-None

New Business-Action Items

Committee Assignments

Commissioner Salinas moved to accept the changes to the Committees as listed below; Commissioner Romero seconded the motion. Motion carried 4-0.

Facilities Committee- Groom, Fernandez, (Alt until November, Stephens)

Child, Youth & Playground Committee- Romero, Stephens

Woodland Sports Council-Remove from list

Ad Hoc Committee-Fernandez, Romero, Alt. Stephens

Budget and Finance Committee-Salinas, Romero, Alt. Fernandez

Community/Senior Center/Sports Park-Groom, Salinas

Urban Forest Committee-Stephens, Romero

Liaisons

Baseball-Romero

Soccer-Salinas

Swimming-Stephens

Commissioner- Fernandez update

Haynie explained that Commissioner Fernandez is currently working on the reelection campaign of President Obama and will be out of Woodland until November. Commissioner Fernandez is requesting a leave of absence from the Parks & Recreation Commission until November. Commissioner Salinas made the motion to approve Commissioner Fernandez's request for a leave of absence from the Commission until November 2012; Commissioner Stephens seconded the motion. Motion carried 3-0.

New Business- Information Items



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Old Business-Action Items

Annual Council Report

Commissioner Groom read the Annual Work Plan Communication to Council. Commissioner Groom will present the Annual Work Plan Report to Council on August 21, 2012. Commissioner Romero will also attend the Council meeting. Commissioner Stephens made the motion to accept the draft Annual Work Plan Communication to Council with Commissioner Groom presenting it to Council; Commissioner Groom seconded the motion. Motion carried 3-0.

Old Business-Information Items

Committee Reports

No Committee reports at this time.

Communications-Commission/Staff Statements and Requests

Commissioner Romero asked if it would be possible for the Commission to have City email addresses since some of the Commissioners do not have email addresses to use for the general public. Meyer informed the Commission that they would need to be aware of the Brown Act and not communicate to the whole board but to go through staff. Meyer or Haynie will look into this email option.

Other Business (None)

Business Items for Next Meeting:

Clark Field Update

Annual Plan-Work Plan

Next Meeting Date: September 24, 2012, 6:30 p.m.

Adjourn: meeting adjourned at 7:50 p.m.

Respectfully submitted,

Cathy Haynie, Administrative Secretary
Parks & Recreation Department