Parks & Recreation Commission
Woodland Community & Senior Center
2001 East Street, Woodland, CA 95776

Commission Meeting Minutes November 26, 2012

A. Call to Order

Meeting convened at 6:33 p.m. at the City Council Chamber, 300 First Street, Woodland, California by Commissioner Romero.

B. Roll Call

Present: Romero, Stephens, Salinas, Groom, 2 Vacant
Absent: Fernandez,
Staff: Engel, Haynie

C. Pledge of Allegiance

D. Communication-Public Comment

Engel informed the Commission that the Friday, November 30, 2012, Tree Lighting ceremony may be moved to December 7, 2012 if it rains on November 30th. City Hall tree ceremony will begin at 5:30 p.m. and the ceremony at Heritage Plaza will begin at 6:00 p.m.

E. Communications-Commission/Staff Statements and Requests

Commissioner Romero stated that he attended the Woodland Boxing Gym over the Holiday.

F. Minutes of September 24, 2012

Commissioner Salinas made motion to accept the September 24, 2012 minutes as written; Commissioner Stephens seconded the motion. Motion carried 4-0.

G. Committee Reports

Commissioner Salinas reported that a meeting was held with the soccer groups. Meeting went well with each group agreeing to collaborate with each other and to work on better communication between the groups. Staff reports that communication between the groups has improved.

H. Presentations-(None)

I. Consent Calendar

I.1 Tree City USA Recertification

Engel informed that Commission that no action is needed on this item. Item may have gone to Council in November. Stephens suggested that the City apply for the recertification earlier in the year. Stephens also suggested that in the City consider applying for the "Growth Award".

I.2 Work Plan

Commissioner Groom stated that Commission should not delay this any longer; assuming there is a quorum at the next meeting; whoever is present should move forward with this topic. The Commissioners need to remember that items on work plan constitute work that the Commissioners do; Commission does not create work for City staff. The Commission can ask the City staff if they have projects on which Commission can assist and items can be added to the Work Plan. Commissioner Groom reviewed the current Work Plan stating that "Develop Dave Douglass Field Use Guidelines", has been completed. Commission discussed evaluating the needs of the City's boxing program and also reevaluating the City's street tree list. It was decided to wait for Commissioner Fernandez before finalizing the current plan.

Commissioner Salinas made the motion to accept the consent calendar; Commissioner Stephens seconded the motion. Motion carried 4/0.

***J.* Communications Written-Staff Reports**

J.1 Recreation Division Report-Christine Engel

Engel reported that the annual Father/Daughter Dance was a sellout. New class "Toddler Time", this class was designed like a parent group which will be a feeder program into the other programs offered. First months enrollment was 16 (or 32 counting both child and adult). Commissioner requested Supervisors to attend future meetings to give the Commission a better understanding of programs and services offered through Parks & Recreation. Engel will arrange with Sanders a schedule for Supervisors to attend the Commission meeting and present an overview of their individual responsibilities. Engel updated the Commission on the removal of the house at the Community & Senior Center. The house will either be used as a training exercise for the Fire Department or be moved by the grandson of the previous owner.

J.2 Parks Report/Street/Tree Report-Christine Engel

The deck project for Charles Brook Swim Center is scheduled for Fall/Winter 2013 along with Clark Field renovations. The electricians are completing their electrical work at the new storage facility located on the north side of third base.

Business Items for Next Meeting: *Clark Field Update, Annual Plan-Work Plan, Supervisor Overview of Program*
Next Meeting Date: January 28, 2013 6:30 p.m.
Adjourn: meeting adjourned at 6:53 p.m.

Respectfully submitted,

Cathy Haynie, Administrative Secretary
Parks & Recreation Department