Parks & Recreation Commission

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

Agenda

June 27, 2011
6:30 –8:00 p.m.

Commission Members John Murphy, Marina Tapia, Tabatha Chavez, Jesse Salinas, Sheila Groom, 2 vacant

Time	Item
6:30-6:35	**Call to Order**
6:35-6:40	**Pledge of Allegiance**
6:40-6:45	**Public Comment**
	Consent Calendar
6:45-6:50	**Minutes:** May 23, 2011
6:50-7:00	**Communications Written-Staff Reports** *Recreation Division Report-Elle Murphy* *Parks Report/Street/Tree Report-Rob Sanders*
7:00-7:00	**Presentations (None)**
7:00-7:00	**New Business-Action Items** A. Work Plan 2012
7:00-7:10	**New Business-Information Items**
7:10-7:15	**Correspondence**
7:115-7:20	**Old Business-Action Items** A. Cricket Field

Note: Times indicated are approximate For video broadcast schedule can be viewed at www.wavetv.org.

Documents for meeting are available online at www.cityofwoodland.org

For information on this meeting, contact the Parks & Recreation Department, 530- 668-2000.

Upon request, agendas and documents in the agenda packet will be made available in appropriate alternative formats to persons with a disability, as required by law. Any such request must be made in writing to the Office of the City Clerk of the City of Woodland. Requests will be valid for the calendar year in which the request is received, and must be renewed prior to January 1st. Persons needing disability-related modifications or accommodations in order to participate in public meetings, including persons requiring auxiliary aids or services, may request such modifications or accommodations by calling the Office of the City Clerk (530-661-5806) at least 48 hours prior to the meeting.

7:20-7:20	**Old Business-Information Item** A. Memorial Field Dedication B. Core Service Document
7:20-7:20	**Committee Reports** A. Ad Hoc Committee Report- Field Allocation Meeting B. Facility Committee Report- Master Plan for Dave Douglass Park
7:20-7:25	**Communications-Commission/Staff Statements and Requests** *This is an opportunity for the Commission Members and Staff to make comments and announcements, to express concerns, or to request Commission's consideration of any items a Commission Member would like to have discussed at a future Commission Meeting.*
7:25-7:25	**Other Business**
7:25-7:30	**Business Items for Next Meeting**
7:30-7:30	**Next Meeting Date: July 25, 2011**
7:30	**Adjournment**

Note: Times indicated are approximate For video broadcast schedule can be viewed at www.wavetv.org.

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Agenda Item: Minutes

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

Commission Meeting Minutes May 23, 2011

Call to Order
Meeting convened at 6:35 p.m. at the Woodland Community & Senior Center, 2001 East Street, Woodland, California by V.Chair Murphy.

Commissioners Present: Groom, Murphy, Chavez,Tapia, Salinas
Absent:
Staff: E. Murphy, Haynie, Sanders, Meyer

Pledge of Allegiance

Correspondence (None)
Public Comment

Consent Calendar
Commission Minutes of April 25, 2011
Commission accepted April 25, 2011 minutes.

Communications Written-Staff Reports

Recreation Division Report-Elle Murphy

Parks Report/Street/Tree Report-Rob Sanders
Commission accepted written staff reports.

New Business-Action Items

A. Dave Douglass Park
   Discussion of the report prepared by Commissioner Murphy concerning Dave Douglass Park resulted in the following changes.
   a. Under Subject, change from “Develop a long term plan for Dave Douglass Park” to “Develop specific guideline plans for Dave Douglass Park”.
   b. Change first paragraph “long-term plan” to “formalize guidelines”.
   c. Number 2 change “formal” to “permitted”.
   d. Number 3 change “informal uses” to “non-permitted use”.

   Motion made by Commissioner Groom to send communication to Council with the above changes. Commissioner Tapia seconded the motion. Motion carried 5-0

New Business- Information Items (None)

Old Business-Action Items

B. Cricket Field
Discussion ensued concerning the Cricket Field request. Director Meyer stated that staff could not support installation of a concrete pad but would consider a rolled pitch. Concerned that with a concrete pitch, there would be tournament play, since a concrete pitch is required for tournament play.
No motion was made since Director Meyer stated that the communication did not request one. This will be brought back to the next meeting requesting approval, and request to send to Council.

C. New Officers/Committee Assignments
Tabatha Chavez Chair starting today,
Sheila Groom Vice Chair starting on July 1, 2011
Commissioner Murphy added to the Facilities Committee
Marina Tapia agreed to extend her term by two years; her new expiration date is June 30, 2013
Sheila Groom will be added as an Alternate to the Ad Hoc Committee

D. Work Plan
Commissioner Tapia moved to accept the Work Plan with modifications; Commissioner Groom seconded the motion. Motion carried 5-0

Old Business-Information Items

Committee Reports

Communications-Commission/Staff Statements and Requests
Commissioner Salinas thanked staff for the new staff reports. Commissioner Salinas asked staff to provide the Commission with the Core Service report.

Commissioner Murphy asked that the Facility Committee look into developing a Master Plan for Dave Douglass, for long term use of site.

Sanders informed Commission that closing the restrooms every evening at all parks has resulted in vandalism at the parks dropping drastically. Clark Field poles are going up and the Scoreboard. Not sure when the netting would be installed, Clark Field Committee is currently trying to raise the $20,000.00 needed for installation. Sanders will update Commission monthly on the progress at Clark Field.

E Murphy informed the Commission that the Mayor had requested the Commission look at the Field Allocation process. Commissioner Murphy stated that he supported staff in the field allocation process and that groups should not be allowed to beat up staff with “their” issues. Commissioner Murphy stated that he wished Council would inform these groups to talk to staff. Staff informed Commission that the next field allocation meeting was scheduled for June 23, 2011 for Soccer. Ad Hoc Committee will attend this meeting, with Commissioner Groom standing in for Commissioner Salinas. Commissioner Chavez stated that she would need to leave the meeting at 6:15 p.m.

Commissioner Murphy stated that the Facility Committee would work on getting all concerned parties together for the Commission's review of the Allocation process. Committee would like to invite the WJUSD to find out their process for field allocation and their fees since the groups use both City facilities and WJUSD facilities.

E Murphy informed the Commission that she is working with John Gerald on the Memorial Field Dedication. John is communicating with the family to get dates; the event will be on a week day evening. Staff will keep Commission informed on this event.

Other Business (None)

Business Items for Next Meeting:

June 27, 2011
Memorial Field Dedication
Facility Committee-Master Plan for Dave Douglass Park
Workplan-FY 12

Next Meeting Date: June 27, 2011, 6:30 p.m.

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

Respectfully submitted,

Cathy Haynie, Administrative Secretary
Parks & Recreation Department

City of Woodland

RECREATION DIVISION - MONTHLY COMMISSION REPORT
May-11

Administration	**TOTALS**				
	March-11	**April-11**	**May-11**	**Fiscal YTD**	**Comments**
Staff Reports:					
City Council Meetings	2	0	2	8	
Parks & Rec Commission	1	1	1	9	
Commission on Aging	1	1	1	8	
General Customer Service:					
Customer Transactions	579	799	1060	7554	
Customer Contact: Phones/Walk-in	805	925	1300	10785	
Program Registrations	415	582	808	6093	
Accounting:					
Purchase Orders	3	5	3	55	
Invoices	20	25	20	297	
Payments processed	$45,561.35	$166,433.59	$178,965.48	$807,664.02	

Highlights:

May was a big month for registration, 93 teams for the Summer Adult Softball League, 120 children signed up for the Summer Time Fun Club and 328 participants signed up for early registration for Swim Programs

YOUTH RECREATION	**TOTALS**				
0	**Mar-11**	**Apr-11**	**May-11**	**YTD**	**Comments**
Maxwell Afterschool Fun Club	0	0	0		
Participant hours	540	1037.5	1127.5	7720	
Participants	20	27	30	233	
Revenue	$2,273.00	$2,888.00	$2,772.00	$25,969.00	
Expenses	$2,327.81	$1,626.06	$2,694.75	$20,920.40	
Yolano Programs	0	0	0		
Participant hours	0	0	0	0	
Participants	35	38	31	539	
Revenue	$125.40	$123.00	$83.00	$2,795.40	
Expenses	$1,260.00	$1,260.00	$1,260.00	$13,860.00	
Youth Basketball League	0	0	0		
Participant hours	0	0	0	2260	YBL
Participants	0	0	0	339	report to be included in March
Revenue	$0.00	$0.00	$0.00	$4,407.00	
Expenses	$0.00	$0.00	$0.00	$4,267.27	
STFC					
Participant hours	0	0	0	72286	
Participants	0	0	0	0	
Revenue	$0.00	$0.00	$0.00	$45,966.70	
Expenses	$0.00	$0.00	$0.00	$34,805.22	
YOUTH RECREATION TOTALS					
Participant hours	540	1037.5	1127.5	80006	
Participants	55	65	61	726	
Revenue	$2,398.40	$3,011.00	$19,165.20	$79,138.10	
Expenses	$3,587.81	$2,886.06	$3,954.75	$73,852.89	

Highlights:

CONTRACT RECREATION	TOTALS				
	Mar-11	Apr-11	May-11	YTD	Comments
Special Interest Classes					
Participant hours	567	561.66	3585.83	33498	
Participants	103	93	334	1959	
Revenue	$3,815.00	$3,205.80	$15,444.05	$98,210.24	
Expenses	$2,634.10	$2,286.90	$10,581.73	$66,574.38	

Highlights:
Dance classes kicked butt!

AQUATICS	TOTALS				
	Mar-11	Apr-11	May-11	YTD	Comments
Adult Aquatic Exercise					
Participant hours	171	228	268	70328	
Participants	114	148	179	11032	
Revenue	$833.00	$1,616.50	$1,111.00	$17,211.00	
Expenses	$1,270.00	$1,185.00	$1,881.00	$11,240.00	
Recreational Swim Team					
Participant hours	0	675	1140	16350	
Participants	0	45	57	102	
Revenue	$0.00	$3,795.00	$1,495.00	$20,314.67	
Expenses	$0.00	$1,320.00	$588.00	$8,906.00	
Swim Lessons					
Participant hours	0	0	0	8198.4	
Participants	0	184	302	486	
Revenue	$0.00	$9,080.00	$12,024.00	$27,250.85	
Expenses	$0.00	$0.00	$0.00	$9,536.00	
AQUATICS TOTALS					
Participant hours	171	903	1408	94876.4	
Participants	114	377	538	11620	
Revenue	$6,315.30	$14,491.50	$14,630.00	$70,258.82	
Expenses	$1,270.00	$2,505.00	$2,469.00	$29,682.00	

Highlights:

Woodland and pioneer swim teams have wrapped up their season. The pool has been switched over to longcourse for the season. Woodland Wreckers are practicing.

ADULT SPORTS	TOTALS				
	Mar-11	Apr-11	May-11	YTD	Comments
Softball					
Participant hours	0	0	0	10738	
Participants	0	0	0	3604	
Revenue	$0.00	$7,869.00	$40,851.00	$128,051.00	
Expenses	$0.00	$0.00	$25,187.00	$62,197.00	
Basketball					
Participant hours	520	540	1588	5916	
Participants	130	390	397	1535	
Revenue	$3,860.00	$2,280.00	$0.00	$20,127.00	
Expenses	$1,624.80	$1,213.00	$2,209.00	$13,300.90	
Volleyball					
Participant hours	1055	1055	726	6340	League ends in May
Participants	121	121	121	697	
Revenue	$1,279.00	$0.00	$0.00	$6,975.00	
Expenses	$350.00	$938.40	$320.00	$4,003.10	
Dodgeball					
Participant hours	0	0	0	825	League over
Participants	0	0	0	199	
Revenue	$0.00	$0.00	$0.00	$1,290.00	
Expenses	$102.00	$0.00	$0.00	$436.00	
Open Gym					
Participant hours	0	0	0		
Participants	0	0	0	911	
Revenue	$0.00	$0.00	$190.00	$3,672.00	
Expenses	$0.00	$133.00	$150.00	$283.00	
ADULT SPORTS TOTALS					
Participant hours	1575	1595	2314	23819	
Participants	251	511	518	6946	
Revenue	$5,139.00	$10,149.00	$41,041.00	$160,115.00	
Expenses	$2,076.80	$2,284.40	$27,866.00	$80,220.00	

Highlights:

SENIOR CENTER	TOTALS				
	Mar-11	Apr-11	May-11	Fiscal YTD	Comments
Programs & Activities					
# offered	29	33	37	269	
# of Participants	1690	1245	1278	15826	
Revenue	$2,069.42	$327.00	$489.00	$7,054.95	

Highlights:

10 were sent on the AllWest "Springtime in Yosemite trip, Senior Center receives 6% commission for each rider.

FACILITY RENTALS	TOTALS				
	Mar-11	Apr-11	May-11	YTD	Comments
Community & Senior Center					
PAID EVENTS	0	0	0		
# of Events	10	8	14	191	
# of Participants	1070	425	1330	10648	
Revenue	$8,936.10	$20,496.10	$54,963.53	$190,326.45	
CITY-SPONSORED EVENTS					
# of Events	14	14	10	119	
# of Participants	549	1004	495	8342	
Waived revenue	$19,774.10	$12,765.00	$4,565.00	$155,322.03	
Sports Park					
Field reservations					
# of General reserves.	0	0	0	27	
# of Tournament resevs.	4	4	2	19	
# of user groups	4	4	4	90	
# of Participants	0	0	0	1821	
Revenue	$9,600.00	$65,625.00	$5,560.00	$199,647.66	

Highlights:

Tournaments/Sports Park: 2 Tournamenst cancelled, still recovered $600 to hold the rentals.

RECREATION DIVISION - BUDGET SNAPSHOT thru MAY 2011				
Program	Budget	Expenses & Encumbrances	Balance	% Remaining (Goal: 8.33%)
General Fund				
Parks & Recreation Admin	$ 195,255.01	$ 125,135.50	$ 70,119.51	35.91%
Community & Senior Center	$ 713,731.32	$ 632,692.63	$ 81,038.69	11.35%
Brooks Swim Center - Recreation	$ 134,813.18	$ 119,037.00	$ 15,776.18	11.70%
General Recreation Programs	$ 342,099.75	$ 235,069.29	$ 107,030.46	31.29%
Enterprise Fund				
Youth Center Enterprise	$ 327,952.28	$ 285,794.33	$ 42,157.95	12.85%
TOTAL RECREATION BUDGET	**$ 1,713,851.54**	**$ 1,397,728.75**	**$ 316,122.79**	18.45%

RECREATION DIVISION - REVENUE SNAPSHOT thru 06/14/11			
Account Title	FY11 Projection	FY11 Revenue to Date	% of Projection
RED CROSS COURSE FEE	$ 4,400.00	$ 1,500.00	34.09%
ADULT PARTICIPNT NON RESIDENT	$ 5,500.00	$ -	0.00%
C BROOKS SWIM CTR REV	$ 96,000.00	$ 85,712.30	89.28%
SENIOR PROGRAMS REVENUE	$ 8,400.00	$ 11,844.27	141.00%
COMMUNITY SENIOR CENTER RENTALS	$ 125,000.00	$ 91,804.52	73.44%
COMMUNITY FITNESS CENTER	$ 38,400.00	$ 36,182.65	94.23%
COMMUNITY SPORTS PARK	$ 82,000.00	$ 187,754.98	228.97%
GENERAL RECREATION	$ 88,480.00	$ 65,811.90	74.38%
YOLANO RECREATION PRG INC	$ 6,500.00	$ -	0.00%
ADULT REC & LEAGUE PRGMS	$ 134,000.00	$ 31,295.00	23.35%
RECREATION CONTRACTS	$ 92,500.00	$ 105,674.89	114.24%
TOTAL REVENUE	**$ 681,180.00**	**$ 617,580.51**	**90.66%**

Parks & Recreation Commission

NAME	ADDRESS	PHONE	E-MAIL ADDRESS	Term Expiration
John Murphy	819 Del Oro St Woodland, CA 95695	662-4953 (hm) 916-445-0809 (wk)	john_murphy63@hotmail.com john.murphy@CalRecycle.ca.gov	6/30/12
Marina Tapia Vice-Chair	840 Bourn Dr #26 Woodland, CA 95776	668-4778 (hm) 848-6631 (wk)	marinatapiam@yahoo.com	6/30/13
Tabatha Chavez Chair	515 W, Keystone Ave. Woodland, CA 95695	916-214-3817 (hm) 916-327-4401 (wk)	tabchavez@yahoo.com	6/30/14
Jesse Salinas Do not give to public	2378 Ortiz Ave. Woodland, CA 95776	[redacted]		6/30/14
Sheila Groom	2382 Ackley Place Woodland, CA 95776	666-3835 (hm) 752-7596 (wk)	outamygourd@sbcglobal.net	6/30/14
Vacant				
Vacant				

STANDING COMMITTEES

(Max. 2 commissioners)

Facilities Committee (handles Park Naming)
Groom, Murphy

Child, Youth & Playground Committee
Chavez

Woodland Sports Council
Vacant until needed

Ad Hoc Committee
Chavez, Salinas

Budget and Finance Committee
Tapia, Chavez

Community/Senior Center/Sports Park
Groom, Salinas

Urban Forest Committee
Murphy, Tapia

LIAISONS

Baseball: (Vacant)
Soccer: Salinas

Commission typically meets the fourth Monday of each month at 6:30 p.m. at the Community & Senior Center.
Online agenda and packet available at: http://www.cityofwoodland.org
For additional information please call 530.668.2000

City of Woodland

Parks and Recreation Commission Communication

AGENDA ITEM

SUBJECT: Monthly Parks Report DATE: June 27, 2011

PREPARED BY: Public Works Department

RECOMMENDED ACTION: None; Information only.

BACKGROUND INFORMATION: The following identifies highlights of the parks program since the last Parks Report.

- **Neighborhood Parks**
  1. ***Slaven Park -*** The water feature is in full operation for the season. The chemical storage enclosure has been completed. This storage area was constructed to separate all chemical storage for the water feature from any equipment (electrical and pumps). Pool Technician, Randy Davidson is outfitting the storage area to make it functional for the task it was intended for.
  2. ***Klenhard Playground Update-*** The playground parts have recently been delivered and are schedule to be installed in July.
  3. ***Tree Pruning –*** Klenhard Park had 18 trees pruned to remove mistletoe this past month with an additional 32 infested trees to be pruned over the next month. Staff has scheduled tree pruning to take place in many of the general fund park sites to reduce safety issues from any low hanging branches. This work was coordinated with Senior Tree Trimmer, Westley Schroeder and is being completed by contractors, West Coast Arborist.

- **Clark Field**
  1. The Clark Field Restoration Committee partnered with PG & E to have holes drilled for the new foul poles at Clark. PG & E and Gayle Manufacturing installed the new poles that are worth an estimated $ 12,000 and Dumars Landscape poured the concrete for the poles. Time and materials were all donated for the installation of the poles. The committee also funded work with a fence contractor to make gate repairs including adding new gates near the scoreboard and a future storage shed totaling $5,200. With those projects finished staff and the committee will focus on designing posts to hold netting down the first and third base fence lines. Staff will coordinate with the engineering department to create a structural specification for the wind load of the additional posts.

- **Cemetery**
  1. ***Internments –*** The Woodland Cemetery had six internments during the month of May. There were 4 cremains and 2 full services.

  2. ***Sales -*** There was $12,420.00 in sales during the month of May.

  3. ***Turf Preparation-*** The turf project has been cancelled with no plan to complete.

  4. ***Operations -*** The new turf was spot sprayed for broadleaf weeds; this is an ongoing process throughout the growing season. Areas of the turf were fertilized including one area that was fertilizer with herbicide for crabgrass, which is a pre-emergent and post-emergent treatment. Unpaved roadways and tree wells were sprayed with Roundup. Staff has worked vigorously to meet the weekly mowing and maintenance schedule, but this is often delayed by internments.

- **Brooks Swim Center**
  1. ***Swim Season -*** The pool is now in full operation with swim meets scheduled throughout the next few months.

- **Irrigation Rehabilitation Project Update**

  1. The construction of Phase 2 of the irrigation rehabilitation project began on June 13th with the closer of Harris Park and City Park. City staff then sprayed the turf with Roundup to reduce weeds and other grasses from effecting the establishment of the new turf. Both City and Harris Parks will be hydro seeded after the installation of the upgraded irrigation system.

Snapshot of Parks Primary Budgets through 6/16/11

Fund Source	Beginning Balance	Expenditures & Encumbrances	Remaining Balance	% Remaining
Brooks Swim Center	$231,987.48	$177,202.19	$54,745.29	23.60
Cemetery	$295,517.86	$230,359.61	$65,137.25	22.04
Gateway LLD	$42,388.90	$7,875.40	$34,513.50	81.42
General Fund Parks	$850,291.05	$589,660.13	$195,130.92	24.86
Gibson Ranch LLD	$639,608.72	$508,658.77	$130,949.95	20.47
Spring Lake LLD	$485,963.20	$313302.93	$172,660.27	35.53
Sports Park	$190,235.95	$173,345.93	$16,890.02	8.88

Respectfully submitted,

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Gregor G Meyer
Public Works Director

Prepared By: Eric Dexter, Acting Infrastructure Superintendent, Right-of-Way

City of Woodland

Parks and Recreation Commission Communication

AGENDA ITEM

SUBJECT: Monthly Street Tree Report

DATE: June 27, 2011

PREPARED BY: Public Works Department

RECOMMENDED ACTION: None; Information only.

BACKGROUND INFORMATION: The following identifies highlights of the tree program since the last Street Tree Report.

- **Cyclical Pruning of Street Trees in City Right-Of-Way (ROW)**
  1. Reoccurring note: The Urban Forestry Group (UFG) was scheduled to start pruning in areas 3, 5, and 25 as soon as our current tree planting project is completed. Unfortunately we will fail to reach our targeted goals for cyclical punning this fiscal year due to a 75% reduction of funds in our contract maintenance budget. This reduction of funds will most certainly have a negative impact on our ability to maintain a seven year pruning cycle on our City urban forest which we have strived for, and reached over the last five years. The UFG will continue to slip further and further back in their pruning program until funding is restored to this program. Continuing on a deferred pruning cycle could jeopardize the well being of our trees, as well as creating potential safety concerns for our community.

  2. The UFG was able to reallocate some funds over to contract services; which allowed for West Coast Arborists (WCA) to get the City closer to accomplishing the goal of finishing this year's area pruning (area 3, 5, and 25).

  3. In coordination with the Parks division, the UFG will schedule pruning done by WCA to begin to establish a seven years pruning cycle for the Park trees that are in high traffic areas.

- **Tree Planting**

  1. The UFG contracted WCA to maintain the trees in the ditch along Farmers Central Road. Staff directed the contractors to prune healthy trees, remove dead or structurally unsound trees, and replace trees that were removed. A total of 55 trees were either missing or were removed and replanted with varieties that have been successful in the Spring Lake area.

  2. To date, in the current calendar year, the UFG and the Woodland Tree Foundation have planted 117 trees.

- **Merit Injection Project**
  1. Reoccurring note: This is done in an attempt to control the Elm Leaf Beatle on our Elm trees, as well as aphids on the Hackberry trees.

  2. The Merit injection project was delayed due to the frequency of storms over the past few months, but was completed on April 15.

- **Tree Removals**
  1. Reoccurring note: Staff will begin the process of removing trees that have been identified as unsafe or in a declining state of health; this work will be performed after our tree planting projects have been completed.

  2. At 7 Elliot St, a tree was removed after being stuck by a car; destroying over half the living tissue off of the main trunk.

  3. To date, in the current calendar year, the UFG has removed 81 trees of various sizes; the significant increase was due to the 55 trees removed in Spring Lake.

- **Service Requests / Work Orders**
  Reliability and efficiency have increased dramatically since the urban forest inventory has been completed and integrated into our GIS maintenance management program (Cityworks). As of now all service requests have been attached to corresponding work orders; currently there are 171 attached work orders and 134 unattached work orders that are currently open and waiting to be responded to. This new process has made the UFG more efficient when it comes to running reports and tracking events.

- **UFG General Fund Budget Snapshot Through June 16th 2011**
  Beginning Budget – $315,209.34
  Expenditures and Encumbrances to Date - $253,039.04
  Balance - $45,541.86
  Percentage Remaining – 19.72%

Respectfully submitted,

Gregor G Meyer
Public Works Director

Prepared By: Eric Dexter, Acting Infrastructure Superintendent, Right-of-Way

City of Woodland

PARKS AND RECREATION COMMISSION COMMUNICATION

AGENDA ITEM

TO: THE PARKS AND RECREATION COMMISSION

DATE: June 28, 2011

SUBJECT: Staff Evaluation and Recommendation in Opposition to a Request for the Installation of a Concrete, or Other Masonry Type Cricket Pitch at the Storm Water Detention Basin Known as David Douglass Park.

Report in Brief

On February 26, 2011, the Commission received a presentation on the construction of a concrete cricket pitch in the David Douglas Stormwater Detention Basin. Because this park facility has no reservations, insufficient parking, and lacks restroom facilities, it has been designated as a 'first-come, first-served' open area setting. The issue before the Commission is not whether or not to allow the game 'cricket' to be played at the park, but whether or not to support the construction of a narrow concrete slab in the middle of the field.

Based on the findings of staff's investigation of this issue, the Public Works Director's recommendation to the Commission is to **not support** a concrete pad being placed in the middle of this utility field. In addition, the Commission should request that staff work with the cricket representatives in developing an agreement which allows the team to construct and maintain an earthen 'rolled' pitch. If developed, this agreement will be brought back to the Commission at a future date.

Background

The City of Woodland recognizes the importance of providing areas in our community where sport groups can practice and play their game of choice, and we try to accommodate these groups to the best of our ability. Unfortunately, the lack of available playing space has become an issue among these various groups as they try to acquire field time to practice and play their sport.

Dave Douglass 'Park' is a stormwater detention basin that can be used for park activities as long as they don't impinge on the primary 'mission' of the facility. Anyone can come and play soccer, cricket, softball, etc, on the site anytime it is available. They just can't plan ongoing events where they schedule the site and expect to have use of it at any particular time. There are no reservations being issued for the facility so it's on a first-come, first-served basis. That means if someone is using the ball field, someone else can't come and set up a temporary soccer field that would impinge on the ball field. The same holds true for cricket. They cannot come and set up their cricket game in an area where someone else is playing soccer. If the group does build some form of a cricket pitch, that still does not give them any claim over that area and any other person may preempt the team's use of the pitch by being first on site.

Discussion

Three main areas of concern were uncovered during the investigation into the concrete pitch:

1. **If the pitch is constructed in the middle of the field, does it pose a danger to others using the park; if so, does it then create a liability issue for the City?** It has been argued that a narrow concrete slab in the middle of a park does not necessarily create a liability any more than a sidewalk passing through this basin. When staff reviewed this they found that the main difference is that a sidewalk is visible and an identifiable feature. In addition, a sidewalk is also an expected feature whereas the pitch, covered by 'outdoor carpet,' would be an unexpected hardscape feature in the middle of a playing field. This is especially true with the area's mowing schedule calling for longer periods between mowing; leaving the surrounding grass higher. Staff believes it will pose a hazard to others playing sports or other activities and not expecting to suddenly come upon a hard surface.

   Based on an opinion from the City's risk management firm, YCPARMIA, the city is responsible for any foreseeable injuries that occurred from a condition that the City created (such as allowing a concrete slab to be placed in an open playing field). The placement of a concrete pad in the middle of a potential soccer field is presumably an inconsistent use for a soccer field and can be pre-recognized to present a hazard to those running up and down the field while watching the ball and other players. The same scenario holds true for children playing Frisbee, etc. (Please note that the concrete pad is being identified as the hazard, not playing cricket.)

2. **Does the construction and maintenance of the pitch lead to any expectation of repeated and/or scheduled use of the site**? If the Commission recommends, and the City allows the construction of the cricket pitch, there could be an assumption made that that approval gives the cricket team consent to schedule games with outside teams with the expectation that they would use both the pitch and the field for these games. The representatives of the cricket team indicated that if the pitch is allowed, they would immediately schedule a whole season of competitive games/tournaments. If there are teams are coming in from out of town, I believe it gives the perception that they would then have some expectation for use of that field on that day, at that time; thereby having some form of a quasi-priority over the use of the area in the vicinity of the pitch.

   However, if some children are flying a kite in the area, keeping in mind the field is a first-come, first-served area, the kids have the priority until they leave. If a soccer team is practicing when the cricket team shows up, the soccer team has priority. The same holds true for the cricket team. If they are using the site first, they have priority over others wanting to use the same space.

   Part of the difficulty of allowing a concrete pitch is that locks in where the game can be played. Others would have to move out of their way not the other way around. Once again, this would give the perception of priority over that space. In the current use of that field, this could be viewed as inconsistent with the first come, first served concept. Or, for that matter, the fair and equal access to the playing fields.

3. **Will the use of the pitch lead to events that last for hours and attract spectators**? Parking, restroom facilities, noise, bad behavior, alcohol use, and litter, are significant issues for the neighborhood, others using the area, and the people participating/attending the event. While staff's research has indicated that the noise, bad behavior, alcohol use, and litter are not a problem, whatsoever, with the cricket group making the request, parking and restrooms continue to cause a great deal of concern. While the cricket team indicates they will direct players and spectators to use the bathroom facilities in another park, staff doesn't believe this is a practical nor reliable solution to this problem. (It is even less of a solution for other sports wanting to use the field; citing the cricket team's scheduled games as the example they are following.) The City no longer allows portable toilets to be used at the site and there are no plans or budget to build and maintain new bathroom facilities. Parking congestion will certainly be an ongoing problem for the neighborhood depending on the attraction of the event and if the popularity of the sport increases. The cricket team has indicated that cricket is one of the most rapidly expanding sports in the United States. They also told staff that a tournament could attract as many as 200 people for a weekend. It seems counter-intuitive to think that they will be able to direct that many, or even a quarter of that number, to other facilities during the 6 or more hours a game can last.

Conclusion and Public Works Recommendation:

At the end of the evaluation of the concrete pitch issue, the Public Works Director determined that while both he and staff are in support of the field being used for cricket, he doesn't believe it is in the best interests of the City to allow a concealed concrete slab to be placed in the center of a general use play area. Even if the concrete were exposed, it's placement in the center of the flat grassy zone could potentially restrict other significant use of the playing area.

The Public Works Director also determined that he doesn't believe that any application that leads to an expectation of repeated and/or scheduled use of the site is appropriate for this field. Nor would any activity be deemed appropriate that is expected to last for hours and will attract spectators; due to the lack of restroom facilities and the potential parking issues that could be created by sporting participants and other users of the park.

Based on these findings, the Public Works Director's recommends that the Commission accept the Public Works findings and **not support** a concrete pad being placed in the middle of this open area field. This slab represents a potential hazard to others who are running and playing on the field when a cricket game is not in session. Even if the slab is placed so as to be between two areas that could be proposed practice soccer fields, there is no guarantee that those using the field will appropriately identify the hazard and arrange their play fields to place the pitch outside the playing area. Any accidents could very well lead to significant liability issues for the City.

Finally, Public Works recognizes that a pitch of some form is necessary to be able to play cricket. While Public Works does not support the construction of a concrete pad, they do support broadening the scope of sports activities within the City. Subsequently, staff believes the construction of a 'rolled' or compacted clay or earthen pitch, that remains level with the field, would be a consistent use in this open area park setting. The Commission will have to determine if the construction of this type of low/no impact structure will be detrimental to the first come, first served concept of the field or provide the impression of preference for cricket at this location.

Fiscal Impact

None.

Public Contact

Presentation of item to the Commission by the representatives of the cricket team, on February 26, 2011, with neighborhood residents in attendance.

Posting of the Commission agenda.

Council Committee Recommendation

N/A

Alternative Courses of Action

1. Do not support the installation of a concrete, or other masonry type cricket pitch at the storm water detention basin know as David Douglass Park; and request staff to work with the cricket representatives in developing an agreement which allows the team to construct and maintain an earthen 'rolled' pitch. If developed, request that this agreement be brought back to the Commission at a future date.
2. Do not support the installation of a concrete, or other masonry type cricket pitch at the storm water detention basin know as David Douglass Park; nor support the installation of an earthen 'rolled' pitch.
3. Support the installation of a concrete, or other masonry type cricket pitch at the storm water detention basin know as David Douglass Park and request the item be placed on a future City Council agenda for discussion and a decision.
4. Defer the item to a future Commission meeting and request additional information from staff.

Recommendation for Action

Staff recommends that the City of Woodland Parks and Recreation Commission approve Alternative Course of Action Number 1.

Prepared by: Gregor G. Meyer, Public Works Director

Reviewed by: Dan Bellini, Police Chief

Rob Sanders, O&M Superintendent

Elle Murphy, Management Analyst

RECREATION CORE SERVICES MATRIX

Core Services	Community Outcome	Fiscal Impact				Designated Role	Partnership Potential/Resource	Political Impact	Explanation of Service/Comments
Evaluation question	How is the community impacted if the City did not offer this service?	What is the net cost to the City to offer this service?				What role does this City service fill among other similar services offered?	How do possible partnerships measure in collaborating to offer this service?	What are the political implications of this particular service?	
Rating Scale	1 - Replaceable 2 - Nice to have 3 - Beneficial 4 - Critical need	1 - Considerable Loss 2 - Minimal loss 3 - Break even 4 - Minimal Gain 5 - Considerable gain				1 - No measurable role 2 - Duplicated role 3 - Essential, unique role	1 - Non-existent 2 - Unproven, detrimental 3 - Promising 4 - Established, well managed 5 - Successful, "industry" leader	1 - None 2 - Minimal 3 - Considerable 4 - Serious 5 - Unmanageable	
	AVG	**Total Expense**	**Proj Revenue**	**COST**	**Revenue**	**AVG**	**AVG**	**AVG**	
Aquatics									
Exercise Classes	2.0	$ 21,147.54			$ 2,107.50	1.5	2.3	3.7	Cross courts teaches 6 hours a week
Lap Swim	2.0	$ 21,025.25			$ 4,215.00	2.0	2.0	3.7	Fitness systems
Maintenance	4.0	$ 216,802.25			$ -	3.0	1.3	3.7	
Public Swim	2.7	$ 33,718.00			$ 7,386.00	3.0	1.3	4.3	Shoud be free to public; FY10 revenue: 5K
Recreation Swim Team	3.3	$ 30,973.84			$ 13,013.00	3.0	1.7	3.7	115 participants
Rentals	3.0	$ 14,100.50			$ 645.00	2.0	1.7	3.0	
Swim Lessons	3.7	$ 56,560.89			$ 42,564.10	2.0	1.3	4.3	cheaper/volume, Morley-small home business
Meets/Tournaments	3.7	$ 23,308.49			$ 18,546.00	3.0	2.3	3.0	Cost recovery, brings people to Woodland, sales tax revenue, makes money
Woodland Swim Team	3.7	$ 8,240.13			$ 24,000.00	3.0	3.0	4.3	100 athletes loss of money 4 months of year
	TOTALS FOR AQUATICS	**$ 425,876.89**	**$ 96,000.00**	**$ (329,876.89)**	**1.0**				
Adult Sports									
Basketball	3.7	$ 16,494.21				3.0	1.7	3.7	Cost Recovery
Senior Basketball	3.7	$ 7,941.72				3.0	1.7	3.7	Cost Recovery
Dodgeball	2.7	$ 15,205.53				2.5	1.7	3.0	Cost Recovery
Open Gym (volleyball & basketball)	3.0	$ 10,929.28				3.0	2.3	2.7	Could have 200 + participants if free; FY11 revenue to date: $681
Softball	3.7	$ 94,986.82				3.5	1.7	3.3	Cost Recovery
Volleyball	3.7	$ 15,205.53				3.0	1.7	3.7	Cost Recovery
TOTALS FOR ADULT SPORTS & LEAGUE PROGRAMS		**$ 160,763.11**	**$ 134,000.00**	**$ (26,763.11)**	**2.0**				

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Evaluation question	How is the community impacted if the City did not offer this service?	What is the net cost to the City to offer this service?				What role does this City service fill among other similar services offered?	How do possible partnerships measure in collaborating to offer this service?	What are the political implications of this particular service?	
Rating Scale	1 - Replaceable 2 - Nice to have 3 - Beneficial 4 - Critical need	1 - Considerable Loss 2 - Minimal loss 3 - Break even 4 - Minimal Gain 5 - Considerable gain				1 - No measurable role 2 - Duplicated role 3 - Essential, unique role	1 - Non-existent 2 - Unproven, detrimental 3 - Promising 4 - Established, well managed 5 - Successful, "industry" leader	1 - None 2 - Minimal 3 - Considerable 4 - Serious 5 - Unmanageable	
	AVG	Total Expense	Proj Revenue	COST	Revenue	AVG	AVG	AVG	
Senior Center		$ 62,591.21					2.0		
Art Class	2.3	$ 4,700.49				2.0	1.7	4.3	
Bingo	2.7	$ 4,700.49				2.0	1.7	4.3	
Blood Pressure Clinic	3.3	$ 4,700.49				1.5	1.7	4.3	
Bridge	2.3	$ 4,700.49				1.5	1.7	4.3	
Care Car	4.0	$ 4,700.49				3.5	3.0	4.3	
Ceramics	2.3	$ 4,700.49				1.5	1.7	4.3	
Computer Club	2.7	$ 4,700.49				2.0	1.7	4.3	
Cribbage	2.0	$ 4,700.49				1.5	1.7	4.3	
ENP	4.0	$ 4,700.49				3.5	3.0	4.3	
Handi Crafters	2.3	$ 4,700.49				1.5	1.7	4.3	
Life History	2.7	$ 4,700.49				1.5	3.0	4.3	
Low Impact Aerobics	3.0	$ 4,700.49				1.5	1.7	4.3	
Needles & Friends	2.3	$ 4,700.49				1.5	1.7	4.3	
No Barriers	1.7	$ 4,700.49				1.0	1.7	4.3	
Pedro	2.3	$ 4,700.49				1.5	1.7	4.3	
Self Help Groups	3.0	$ 4,700.49				2.0	1.7	4.3	
Senior Center, Inc.	4.0	$ 4,700.49				3.5	3.0	4.3	
SHIP SHAPE	3.0	$ 4,700.49				1.5	1.7	4.3	
The Novel	2.7	$ 4,700.49				1.5	1.7	4.3	
Video and Book Library	3.0	$ 4,700.49				1.5	1.7	4.3	
Woodcarving	2.7	$ 4,700.49				1.5	1.7	4.3	
Woodland Stompers	2.0	$ 4,700.49				1.5	1.7	4.3	
TOTALS FOR SENIOR CENTER		**$ 166,001.94**	**$ 19,650.00**	**$ (146,351.94)**	**1.0**				
Facility Scheduling									
All other Ballfields	4.0	$ 9,762.75	$ 93,980.00	$ 84,217.25		3.0	2.0	4.5	
Community Center	4.0	$ 195,694.90	$ 163,400.00	$ (32,294.90)		3.0	2.0	4.5	
Parks	4.0	$ 9,762.75	share with other ballfields			3.0	2.0	4.0	
Senior Center	3.7	$ 81,980.56	$ -	$ (81,980.56)		3.0	2.0	4.7	
Woodland Sports Park	3.7	$ 16,604.75	$ 82,000.00	$ 65,395.25		3.0	1.7	4.5	
Supervising Facility Staff		$ 12,828.74	$ -	$ (12,828.74)					
TOTALS FOR CSC & SPORTS PARK		**$ 326,634.45**	**$ 339,380.00**	**$ 12,745.55**	**4.0**				

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	AVG	Total Expense	Proj Revenue	COST	Revenue	AVG	AVG	AVG	
Contract Classes		$ 26,000.48							Revenue and Expenses only current fiscal year.
Boot Camp Workout	1.5	$ 6,653.04			$ 504.00	1.5	2.3	1.0	
Cardio Tennis	1.5	$ 14,463.24			$ 1,270.00	2.0	2.7	2.3	
Dance Classes	3.5	$ 12,510.69			$ 11,422.10	2.5	2.0	2.0	dance classes have the highest participation level out of all contract classes
Discover Shakespeare	2.5	$ 6,653.04			$ 853.00	3.0	2.0	2.0	
Fencing Club Youth	3.0	$ 6,653.04			$ 2,012.50	2.5	3.0	1.3	very unique program to woodland
Internet Driver Education	3.0	$ 4,700.49			$ 450.00	2.0	3.0	1.7	
Just Once Beginning Guitar for Busy People	2.0	$ 4,700.49			$ 492.00	2.0	3.0	1.3	
Karate	3.0	$ -			$ 1,300.00				very low-cost karate instruction
Old School Fitness	3.0	$ 6,653.04			$ 4,157.74	2.0	2.3	1.3	
Piano Your Teachers Never Taught You	2.0	$ 4,700.49			$ -	2.5	3.0	1.3	
Pilates	2.0	$ 6,653.04			$ 770.00	2.0	2.7	1.3	
Point 21 Adult Fencing	2.0	$ 6,653.04			$ 472.50	2.5	3.0	1.7	
Soccer Camps	2.5	$ 6,653.04			$ 1,740.00	2.0	2.3	1.7	
Stepping Out	4.0	$ 6,653.04			$ 2,830.00	3.0	2.7	3.7	This is our only recreational offering to communities with special needs, still growing
T'ai Chi	2.5	$ 6,653.04			$ 1,537.20	2.5	3.0	2.0	
Tennis Lessons	2.5	$ 12,510.69			$ 5,879.50	2.0	2.3	2.0	
Yoga	3.0	$ 6,653.04			$ 616.00	2.5	2.7	1.3	
Yolo Stage Co.	3.0	$ -			$ 12,535.00				The City receives a flat fee of $1,000 plus all non resident fees. Program has a runnig balance that takes care of the times when there is no profit. Current baance on account is $3,000
Zumba	3.0	$ 8,605.59			$ 2,736.80	2.0	2.7	1.3	
TOTALS FOR CONTRACT CLASSES		**$ 154,722.53**	**$ 92,500.00**	**$ (62,222.53)**	**2.0**				09/10 Revenue $97,292.10, Expenses $68,799.42
									time spent organizing our class offerings twice per year and being a liaison to the daily democrat who publishes the guide

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	AVG	Total Expense	Proj Revenue	COST	Revenue	AVG	AVG	AVG	
Yolano Programs									
Boxing	3.0	$ 21,259.28			$ 1,926.00	3.5	3.3	4.0	provides very low-cost boxing instruction, talented participants have the opportunity to compete
Folklorico	3.7	$ 10,595.74				3.0	2.7	3.7	provides very low-cost dance instruction, participants get the opporunity to perform for many community functions
TOTALS FOR YOLANO PROGRAMS		**$ 31,855.02**	**$ 6,500.00**	**$ (25,355.02)**	**2.0**				
Vending Machines	1.0	$ 16,667.21	$ 3,167.00	$ (13,500.21)	1.0		2.0	1.0	
Father/Daughter Dance	3.0	$ 13,064.02	$ 6,775.00	$ (6,289.02)	2.0	2.0	2.5	2.0	
July 4th	1.5	$ 5,000.00	$ -	$ (5,000.00)	1.0	3.0	2.0	2.5	
Night Hoops	3.7	$ 2,155.25	$ -	$ (2,155.25)	2.0	3.0	2.3	2.3	our only truly "free" program
Special Event Coordination	1.5	$ 14,463.24	$ 4,000.00	$ (10,463.24)	1.0	3.0	1.0	3.0	
Guide Brochure		$ 8,976.73	$ -	$ (8,976.73)	1.0	3.0	4.0	1.0	
Youth Programs									
Maxwell Afterschool Program	4.0	$ 51,757.74	$ 23,055.18	$ (28,702.56)	26036.0	3.0	3.0	2.3	provides maxwell (and surrounding) students a low-cost after school recreation experience, averages 17 students per day
Summertime Fun Club	3.0	$ 78,579.95	$ 3,192.00	$ (75,387.95)	39278.0	3.0	3.7	3.0	low-cost summer recreation camp experience available to all children, gets kids using our public parks
Volunteer Programs - Teens	4.0	$ 28,651.99	$ 39,278.00	$ 10,626.01	1008.0	3.5	2.0	3.5	provides "free" supervision assistance of kids in the summertime fun club, also provides over 2,200 hours of volunteer service available to local high school students
Winter Youth Basketball	3.0	$ 38,316.71	$ 8,023.80	$ (30,292.91)	3835.0	3.0	3.7	3.0	over 100 participants, 10 games each, 1-2 practices every week
TOTALS FOR YOUTH PROGRAMS		**$ 197,306.39**	**$ 73,548.98**	**$ (123,757.41)**	**1.0**				Summer Day Camp Revenue $3,192.