Parks & Recreation Commission

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

Agenda

January 23, 2012
6:30 –8:00 p.m.

Commission Members John Murphy, Jesse Salinas, Sheila Groom, Nathan Stephens, Joe Romero, 2 vacant

Call to Order

Roll Call

Pledge of Allegiance

Public Comment

Consent Calendar

1. Minutes: November 28, 2011 (attachment)

Communications Written-Staff Reports

2. Recreation Division Report-Christine Engel (attachment)
3. Parks Report/Street/Tree Report-Rob Sanders (attachment)

Presentations (None)

New Business-Action Items

4. New Officers

New Business-Information Items

Correspondence (None)

Old Business-Action Items (None)

Old Business-Information Items

5. YMCA Lease Update

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.

6. Work Plan (attachment)

Committee Reports

7. Budget & Finance Committee Report

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.

Other Business (None)

Business Items for Next Meeting

Next Meeting Date: February 27, 2012

Adjournment

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

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Parks & Recreation Commission

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

Commission Meeting Minutes November 28, 2011

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

Commissioners Present: Groom, Murphy, Stephens, Salinas, Romero, 2 Vacant
Absent: None
Staff: Engel, Haynie, Sanders, Meyer

Pledge of Allegiance

Public Comment
Engel stated that Commissioner Chavez has resigned from the Parks & Recreation Commission. Meyer wished to publicly thank Commissioner Chavez for her excellent work as Chair of the Parks & Recreation Commission.

Consent Calendar
Commission Minutes of October 24, 2011
Commissioner Stephens made motion to accept the October 24, 2011 minutes as written, Commissioner Salinas seconded the motion. Motion carried 5-0.

Communications Written-Staff Reports

Recreation Division Report-Christine Engel
Engel informed the Commission that the Labyrinth group would focus their efforts at Ferns Park and have dropped plans for the Sports Park. YMCA is currently evaluating if they will be able to keep their lease and run the wellness center. Their board will be meeting in December. Will report to Commission in January as we may need to continue to explore reuse options for the facility. Youth recreation will not be transferred to the YMCA. Staff looked at the numbers and felt that this transfer was not financially beneficial. A CDBG grant was approved for the summer parks programs; we are also planning on adding Beamer Park to the summer camp list. Father/Daughter Dance had over 200 attending the 10th Annual Event. Senior Softball has concluded for the year. The pool will be closed from December 5th through January 20th for annual maintenance and repairs. City Staff will be furloughed the last week in December. We will be taking advantage of this time for floor repairs. The banquet room and gymnasiums will be closed the week before Christmas.

Commissioner Salinas stated that with the movement towards youth violence prevention, it would not make sense to shift programs. It would be a good time for an efficiently analysis and pursue different funding and not shift income from recreation to the YMCA.

Parks Report/Street/Tree Report-Rob Sanders
Sanders informed the Commission of tree removal of Oak Tree that was damaged in the wind. 40 plus trees were planted on Main Street.

Commissioner Stephens asked if the Tree Report could include location and species for tree removal. Also if there was any plans of expanding tree wheels for trees. Sanders stated that this is still in discussion.

Commissioner Salinas made the motion to accept the staff reports as written, Commissioner Stephens seconded the motion. Motion carried 5-0.

Presentations-None

New Business-Action Items
Committee Assignments for new Commissioners
The following changes were approved by the Commission for the Committee assignments. Chair will be voted on at the next Commission meeting.

Facilities Committee – Commissioners Groom and Murphy
Budget and Finance Committee- Commissioners Salinas and Romero
Child Youth & Playground Committee- Commissioner Romero and Stephens
Community/Senior Center/Sports Park Committee- Commissioners Groom and Salinas
Woodland Sports Council- Vacant until needed
Urban Forest Committee- Commissioners Murphy and Stephens
Ad Hoc Committee- Commissioners Salinas and Romero

Tree City USA
Sanders explained the Tree City USA certification to the new Commissioners. Discussion ensued concerning perusal of the Growth Award. It was determined with the current staff shortages this will not happen.
Commissioner Stephens made the motion that the Parks & Recreation Commission supports staffs decision to submit the application packet that will recertify the City of Woodland as a Tree City USA and encourage staff to pursue Growth Award. Commissioner Salinas seconded the motion. Motion carried 5-0.

New Business- Information Items
Christiansen Park Parking Issues
Engel reported that Lieutenant Beal would like to be informed when each season of use at Camarena Field begins so that PD can be proactive in patrolling the area. Lieutenant Beal also encouraged the residents to report violations to dispatch.

New Parks & Recreation Commissioner
Commissioner Joe Romero applied for a Commission in May 2010 and is pleased to be assigned to the Parks & Recreation Commission. He founded the International Peace and Conflict Resolution Society at CSUS. As an organization and as a society they focus on creating peace in violent places of the worked. Commissioner Romero is interested in working with people that represent the whole community of Woodland. Commissioner Romero wants to be involved and making small changes to make the end result better that it began.
Commissioner Murphy thanked Commissioners Stephens and Romero for donating their time. Stating that staff is great and they will enjoy working with them.

Cleats on Turf
Sanders reported that due in part to the information obtained and the need to preserve our synthetic sports fields, staff will impose and enforce the following rules beginning January 1, 2012 which we feel will give us the best chance of extending the useful life of our synthetic fields while meeting the needs of the user groups:
Softball/Baseball- Turf or tennis shoes only.
Soccer- Turf shoes are commended, but traditional rubber soccer cleats will be allowed.
Budget and Finance Committee will assist staff in setting up plans for future replacement of turf.

Conceptual Design of Dave Douglass Detention Basin and Water Storage Tank
Meyer went over the Conceptual Design of Dave Douglass Detention Basin and Water Storage Tank for the Commission. Explaining that an arborist will review final species of plants before the project is started.

Old Business-Action Items (None)

Old Business-Information Items

Cricket Update
Meyer informed the Commission that the Cricket group has signed their contract for use of Dave Douglass Park. Staff will meet with this group to determine the location of the pitch.

Committee Reports

Dave Douglass Field Use Update
Commissioner Murphy reported that the Facility Committee scheduled a meeting with the Dave Douglass neighborhood at 5 p.m. on November 28, 2011. No one showed up to the meeting. Commissioner Murphy explained the history of Dave Douglass Park to the new Commissioners and the need for more field space. Commissioner Murphy will present six month report to Council in January.

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

Communications-Commission/Staff Statements and Requests
Commissioner Salinas asked staff to look into partnership options. Commissioner Stephens would like to see what percentage of trees by species and what the top five trees are in the City. Commissioner Romero would like to see more donations of equipment for the Boxing Program. Vicente Escobedo could be interested in donating gloves and equipment. Engel informed that Commission on the "postmortem" of the July 4th event and that the Woodland Recreation Foundation is no longer interested in running the whole event.
Other Business (None)

Business Items for Next Meeting:
January 23, 2012
Budget and Finance Committee Report
Chair and Vice Chair Election

Next Meeting Date: January 23, 2012, 6:30 p.m.

Adjourn: meeting adjourned at 8:15 p.m.

Respectfully submitted,

Cathy Haynie, Administrative Secretary
Parks & Recreation Department

City of Woodland

RECREATION DIVISION - MONTHLY COMMISSION REPORT
Jan-12

RECREATION DIVISION - BUDGET SNAPSHOT thru 12/31/11				
Program	Budget	Expenses & Encumbrances	Balance	% Remaining
General Fund				
Parks & Recreation Admin	$179,434.19	$64,526.55	$114,907.64	64.04%
Community & Senior Center	$808,953.63	$354,701.95	$454,251.68	56.15%
Brooks Swim Center - Recreation	$133,612.61	$81,466.09	$54,887.78	41.08%
General Recreation Programs	$304,732.07	$126,441.97	$177,383.04	58.21%
Enterprise Fund				
Youth Center Enterprise	$367,247.39	$154,080.25	$213,167.14	58.04%
TOTAL RECREATION BUDGET	**$1,793,979.89**	**$781,216.81**	**$1,014,597.28**	**56.56%**

RECREATION DIVISION - BUDGET SNAPSHOT thru DEC 2010				
Program	Budget	Expenses & Encumbrances	Balance	% Remaining
General Fund				
Parks & Recreation Admin	$195,255.01	$126,484.98	$68,770.03	35%
Community & Senior Center	$713,731.32	$342,437.91	$371,293.41	52%
Brooks Swim Center - Recreation	$134,813.18	$77,003.83	$57,809.35	43%
General Recreation Programs	$342,099.75	$104,154.13	$237,945.62	70%
Enterprise Fund				
Youth Center Enterprise	**$327,952.28**	**$158,669.86**	**$169,282.42**	**52%**
TOTAL RECREATION BUDGET	**$1,713,851.54**	**$808,750.71**	**$905,100.83**	**53%**

RECREATION DIVISION - REVENUE SNAPSHOT thru 12/31/11			
Account Title	**FY12 Projection**	**FY12 Revenue to Date**	**% of Projection**
RED CROSS COURSE FEE	$ 500	$ -	0.00%
ADULT PARTICIPNT NON RESIDENT	$ 3,200	$ 230.00	7.19%
C BROOKS SWIM CTR REV	$ 120,000	$ 28,394.93	23.66%
SENIOR PROGRAMS REVENUE	$ 10,000	$ 3,845.30	38.45%
COMMUNITY SENIOR CENTER MISC	$ 100,000	$ 34,906.50	34.91%
COMMUNITY FITNESS CENTER	$ 38,400	$ 6,508.28	16.95%
COMMUNITY SPORTS PARK	$ 100,000	$ 61,120.45	61.12%
GENERAL RECREATION	$ 88,480	$ 31,618.00	35.73%
YOLANO RECREATION PRG INC	$ 2,500	$ 2,913.30	116.53%
ADULT REC & LEAGUE PRGMS	$ 110,000	$ 48,570.80	44.16%
RECREATION CONTRACTS	$ 97,000	$ 31,556.25	32.53%
TOTALS	**$670,080.00**	**$249,663.81**	**37.26%**

Note: YMCA rental payments for the fitness center is $2,000.00 for rent and $1,254.14 for utilities. Report is not showing $16,270.70 of revenue that was received. Note: The boxing program is now showing their revenue correctly. Last year the money for the Boxing Program was put into General Recreation.

RECREATION DIVISION - REVENUE SNAPSHOT thru 12/31/10			
Account Title	**FY11 Projection**	**FY11 Revenue to Date**	**% of Projection**
RED CROSS COURSE FEE	$ 4,400.00	$ -	0.00%
ADULT PARTICIPNT NON RESIDENT	$ 5,500.00	$ -	0.00%
C BROOKS SWIM CTR REV	$ 96,000.00	$ 38,877.05	40.50%
SENIOR PROGRAMS REVENUE	$ 8,400.00	$ 8,727.22	103.90%
COMMUNITY SENIOR CENTER RENTALS	$ 125,000.00	$ 62,686.78	50.15%
COMMUNITY FITNESS CENTER	$ 38,400.00	$ 22,353.38	58.21%
COMMUNITY SPORTS PARK	$ 82,000.00	$ 48,389.50	59.01%
GENERAL RECREATION	$ 88,480.00	$ 33,475.10	37.83%
YOLANO RECREATION PRG INC	$ 6,500.00	$ -	0.00%
ADULT REC & LEAGUE PRGMS	$ 134,000.00	$ 19,498.00	14.55%
RECREATION CONTRACTS	$ 92,500.00	$ 45,040.04	48.69%
TOTALS	**$ 681,180.00**	**$ 279,047.07**	**40.97%**

Administration	**TOTALS**				
	Oct-11	**Nov-11**	**Dec-11**	**YTD**	**Comments**
General Customer Service:					
Customer Transactions	709	459	231	3359	
Customer Contact: Phones/Walk-in	820	785	460	4842	
Program Registrations	549	370	149	2130	
Payments processed	$55,379.10	$28,215.93	$30,064.49	$268,337.56	

Comparison					
Administration FY 10/11	**Oct-10**	**Nov-10**	**Dec-10**	**YTD**	**Comments**
General Customer Service:					
Customer Transactions	614	595	298	1507	
Customer Contact: Phones/Walk-in	685	630	335	2100	
Program Registrations	495	450	197	1142	
Payments processed	$39,164.04	$58,588.55	$19,364.18	$259,569.93	

Highlights:

We have added FY 10/11 information to this report for comparison.
We are now tracking tournament rentals for Charles Brooks Swim Center in the Facility section of this report.

YOUTH RECREATION	**TOTALS**				
	Oct-11	**Nov-11**	**Dec-11**	**YTD**	**Comments**
Maxwell Afterschool Fun Club					
Participant hours	1030	757.5	545	3840.5	
Participants	26	24	23	116	
Revenue	$3,080.00	$2,224.00	$1,700.00	$12,108.00	
Expenses	$2,687.09	$2,645.43	$1,617.06	$11,481.34	
Yolano Programs					
Participant hours	0	0	0	0	
Participants	35	24	23	236	
Revenue	$486.55	$321.00	$371.00	$2,663.30	
Expenses	$1,260.00	$1,260.00	$1,260.00	$7,560.00	
Youth Basketball League					
Participant hours	0	0	0	0	YBL
Participants	0	154	154	462	Registration in progress
Revenue	$2,429.40	$8,118.40	$444.00	$10,991.80	
Expenses	$0.00	$0.00	$0.00	$0.00	
STFC					
Participant hours	0	0	0	14400	
Participants	0	0	0	290	
Revenue	$0.00	$0.00	$0.00	$7,325.60	Most of the revenue was collected between March-June 2011
Expenses	$0.00	$0.00	$0.00	$20,025.90	

YOUTH RECREATION TOTALS					
Participant hours	1030	757.5	545	18240.5	
Participants	61	48	46	596	
Revenue	$5,995.95	$10,663.40	$2,515.00	$33,088.70	
Expenses	$3,947.09	$3,905.43	$2,877.06	$39,067.24	

YOUTH RECREATION FY 10/11	TOTALS				
	Oct-10	**Nov-10**	**Dec-10**	**YTD**	**Comments**
Maxwell Afterschool Fun Club					
Participant hours	845	717.5	605	3707.5	
Participants	22	22	23	113	
Revenue	$2,698.00	$2,698.00	$2,666.00	$13,416.00	
Expenses	$2,661.94	$2,729.44	$1,911.31	$10,966.03	
Yolano Programs					
Participant hours	0	0	0		
Participants	47	48	50	303	
Revenue	$277.80	$302.00	$295.00	$1,926.00	
Expenses	$1,260.00	$1,260.00	$1,260.00	$7,560.00	
Youth Basketball League					
Participant hours	0	0	678		
Participants	0	0	113		
Revenue	$0.00	$0.00	$4,407.00		
Expenses	$0.00	$0.00	$0.00		
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	845	717.5	605	75993.5	
Participants	69	70	73	416	
Revenue	$2,975.80	$3,000.00	$7,368.00	$65,715.70	
Expenses	$3,921.94	$3,989.44	$7,438.58	$57,598.52	

Highlights:

Boxing program received a $250.00 donation from the Paco Damian, the promoter for the Boxing event that was held at the Community & Senior Center on December 16, 2011.

CONTRACT RECREATION	TOTALS				
	Oct-11	**Nov-11**	**Dec-11**	**YTD**	**Comments**
Special Interest Classes					
Participant hours	1004.75	782.08	526.33	16745	
Participants	150	115	106	932	
Revenue	$5,122.90	$3,263.00	$3,241.20	$45,983.60	
Expenses	$3,530.80	$2,264.00	$2,212.70	$36,314.36	

CONTRACT RECREATION	TOTALS			
	Oct-10	**Nov-10**	**Dec-10**	**YTD**
Special Interest Classes				
Participant hours	1167	1985.66	698.83	26536
Participants	209	102	126	1190
Revenue	$7,977.60	$4,797.19	$5,790.20	$64,937.84
Expenses	$5,444.25	$3,323.59	$3,956.40	$43,674.22

Highlights:

AQUATICS	TOTALS				
	Oct-11	Nov-11	Dec-11	YTD	Comments
Adult Aquatic Exercise					
Participant hours	141	0	0	928	
Participants	94	0	0	613	
Revenue	$655.50	$1,083.00	$0.00	$7,183.00	
Expenses	0	0	0	$1,438.50	
Recreational Swim Team					
Participant hours	0	0	0	3591	
Participants	0	0	0	57	
Revenue	$0.00	$0.00	$0.00	$0.00	
Expenses	$0.00	$0.00	$0.00	$786.00	
Swim Lessons					
Participant hours	0	0	0	0	
Participants	0	0	0	572	
Revenue	$0.00	$0.00	$0.00	$9,953.70	
Expenses	$0.00	$0.00	$0.00	$17,778.00	
Public swim					
Participant hours	0	0	0	38133	
Participants	0	0	0	12737	
Revenue	$0.00	$0.00	$0.00	$0.00	
Expenses	$0.00	$0.00	$0.00	$10,284.00	
AQUATICS TOTALS					
Participant hours	141	0	0	42652	
Participants	94	0	0	1242	
Revenue	$655.50	$1,083.00	$0.00	$17,136.70	
Expenses	$0.00	$0.00	$0.00	$30,286.50	

AQUATICS FY 10/11	Totals				
	Oct-10	Nov-10	Dec-10	YTD	Comments
Adult Aquatic Exercise					
Participant hours	685.5	688	9600	71421.5	
Participants	575	459	600	11761	
Revenue	$1,388.00	$1,149.50	$1,500.00	$18,785.50	
Expenses	$971.25	$1,254.00	$992.00	$11,240.00	
Recreational Swim Team					
Participant hours	0	0	0	19941	
Participants	0	0	0	159	
Revenue	$0.00	$0.00	$0.00	$21,497.67	
Expenses	$0.00	$0.00	$0.00	$10,886.00	
Swim Lessons					
Participant hours	0	0	0	9114.4	
Participants	0	0	0	715	
Revenue	$0.00	$0.00	$0.00	$36,090.85	
Expenses	$0.00	$0.00	$0.00	$9,536.00	
Public swim					
Participant hours	0	0	0	32603.4	
Participants	0	0	0	8135	
Revenue	$0.00	$0.00	$0.00	$6,358.85	
Expenses	$0.00	$0.00	$0.00	$14,625.00	
AQUATICS TOTALS				$0.00	
Participant hours	685.5	688	9600	133080.3	
Participants	575	459	600	12635	
Revenue	$1,388.00	$1,149.50	$1,500.00	$82,732.87	
Expenses	$971.25	$1,254.00	$992.00	$46,287.00	

Highlights:

ADULT SPORTS	TOTALS				
	Oct-11	Nov-11	Dec-11	YTD	Comments
Softball					
Participant hours	0	9240	0	22960	
Participants	0	924	0	2296	
Revenue	$0.00	$0.00	$0.00	$32,370.00	
Direct Expenses	$0.00	$23,594.00	$0.00	$54,809.00	Note: Higher expenses are due to summer softball revenue being brought in during the month of June.
Basketball					
Participant hours	651	0	0	1701	
Participants	217	0	0	434	
Revenue	$5,975.00	$0.00	$0.00	$14,851.00	
Expenses	$1,320.00	$0.00	$0.00	$1,860.00	
Senior Basketball					
Participant hours	0	0	0	0	
Participants	0	92	3	95	
Revenue	$2,800.00	$1,550.00	$160.00	$6,996.00	
Expenses	$0.00	$0.00	$0.00	$0.00	
Volleyball					
Participant hours	348	0	0	783	
Participants	87	0	0	261	
Revenue	$0.00	$0.00	$0.00	$1,680.00	
Expenses	$330.00	$0.00	$0.00	$453.00	
Dodgeball					Not enough registration next season in Winter
Participant hours	0	0	0	0	
Participants	0	0	0	0	
Revenue	$0.00	$0.00	$0.00	$0.00	
Expenses	$0.00	$0.00	$0.00	$0.00	
Open Gym Volleyball					
Participant hours	960	960	0	6204	
Participants	80	80	0	555	
Revenue	$240.00	$240.00	$96.00	$1,761.00	
Expenses	$0.00	$0.00	$0.00	$0.00	Open Gym Vollyball
ADULT SPORTS TOTALS					
Participant hours	1959	960	0	31648	
Participants	384	80	0	3546	
Revenue	$6,215.00	$240.00	$96.00	$50,662.00	
Expenses	$1,650.00	$0.00	$0.00	$57,122.00	

Highlights:

Fall softball ended, we had 66 teams playing. Revenue of $25,006, and expenses of $23,594.
Spring softball is set to begin first week of March, 2012.

ADULT SPORTS TOTALS	TOTALS				
	Oct-10	Nov-10	Dec-10	YTD	Comments
Expenses	598	0	Jan-00	10738	
Participants	934	0	Jan-00	934	
Revenue	$19,185.00	$0.00	$0.00	$54,545.00	
Expenses	$14,481.00	$0.00	$0.00	$37,010.00	
Basketball					
Participant hours	0	0	618	1208	
Participants	0	0	206	0	
Revenue	$0.00	$2,478.00	$5,251.00	$6,258.00	
Expenses	$0.00	$0.00	$0.00	$4,144.60	
Volleyball					
Participant hours	132	456	156	908	
Participants	0	57	39	0	
Revenue	$237.00	$171.00	$117.00	$3,207.00	
Expenses	$1,720.20	$96.00	$48.00	$1,936.20	
Dodgeball					
Participant hours	0	0	0	185	
Participants	0	0	0	0	
Revenue	$0.00	$0.00	$0.00	$225.00	
Expenses	$0.00	$0.00	$0.00	$142.00	
Open Gym					
Participant hours	0	0	0		
Participants	130	100	96	614	
Revenue	$60.00	$48.00	$114.00	$3,194.00	
Expenses	$0.00	$0.00	$0.00		
ADULT SPORTS TOTALS					
Participant hours	730	1054	774	13523	
Participants	1064	1091	341	1064	
Revenue	$19,482.00	$21,882.00	$5,482.00	$67,429.00	
Expenses	$16,201.20	$14,577.00	$48.00	$43,232.80	

SENIOR CENTER	TOTALS				
	Oct-11	Nov-11	Dec-11	YTD	Comments
Programs & Activities					
# offered	32	27	24	178	
# of Participants	1602	1392	1199	8959	
Revenue	$980.80	$796.20	$198.50	$3,928.98	

SENIOR CENTER FY 10/11				TOTALS	
	Oct-10	Nov-10	Dec-10	YTD	
Programs & Activities					
# offered	23	22	20	123	
# of Participants	1763	1237	956	8613	
Revenue	$600.23	$240.00	$210.00	$2,745.23	

Highlights:

All West Trip status - We were informed in November that All West will no longer continue the Parks & Rec program where they offer multiple trips to many different agencies, with no minimum number of riders. While we no longer have the service, we are encouraging seniors to contact the Davis Senior Center's Travelaires or the City of Sacramento's Safari group for additional travel options.

Facility Rentals	TOTALS				
	Oct-11	Nov-11	Dec-11	YTD	Comments
Community & Senior Center					
PAID EVENTS					
# of Events	4	7	9	28	
# of Participants	1100	465	1120	3445	
Revenue	$10,350.00	$3,190.00	$4,872.50	$49,809.00	
CITY-SPONSORED EVENTS	Jan-00	Jan-00	Jan-00		
# of Events	Jan-00	Jan-00	Jan-00	82	
# of Participants	May-01	Jan-01	Jul-01	5473	
Waived revenue	$5,500.00	$5,985.00	$7,817.50	$44,430.12	
Sports Park					
# of Tournament resevs.	0	0	0	11	
# of user groups	4	3	3	22	
Revenue	$7,988.00	$6,724.00	$9,071.00	$48,148.96	
Charles Brooks Swim Center					
# of Tournament resevs.	1	0	3	7	
# of user groups	1	0	0	4	
Revenue	$1,284.00	$0.00	$2,400.00	$13,031.20	

FACILITY RENTALS FY 10/11	TOTALS				
	Oct-10	Nov-10	Dec-10	YTD	
Community & Senior Center					
PAID EVENTS					
# of Events	8	7	5	134	
# of Participants	1665	315	197	5115	
Revenue	$14,817.51	$8,268.13	$5,172.66	$45,283.71	
CITY-SPONSORED EVENTS					
# of Events	11	14	10	42	
# of Participants	914	587	523	4462	
Waived revenue	$11,079.04	$10,640.14	$6,891.34	$92,748.95	
Sports Park					
Field reservations					
# of Tournament resevs.	0	0	1	0	
# of user groups	0	0	0	74	
Revenue	$1,965.00	$21,151.50	$5,172.66	$25,647.00	

Highlights:

Annual closure of Charles Brooks for maintenance begins December 5, 2011 and will reopen on January 20, 2012.

Sports Park revenue now reflects fees collected from Clubs/Leagues. There were 3 tournaments at the Sports Park in December. Two the Woodland Soccer Club hosed as their end of the season, and the last was a baseball tournament.

City of Woodland

Parks and Recreation Commission Communication

AGENDA ITEM

SUBJECT: Monthly Parks Report DATE: January 23, 2012

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. ***Woodside Park –*** Staff was contacted by Eagle Scout Alan Wu a few months ago requesting that he be allowed to construct a bench for one of our parks as part of an Eagle Scout project. Alan went through the process of defining his objectives, submitting plans and then with the help of some fellow scouts, constructed two new benches for Woodside Park. Thanks Alan, the benches look great.

2. ***City, Everman, Schneider & Cline Parks –*** Staff has recently added a fresh coat of paint on the wood park signs and has continued to paint walkway light poles at time permits.

3. ***Ferns Park -*** Staff coordinated with a contractor to replace damaged and rotten fascia boards on the picnic shelters and restroom building at Ferns. The total cost of this project was $960.

4. ***Park Site GPS (Reoccurring note) -*** All assets at Slaven Park have been identified with GPS. This information is being imputed into the city's maintenance management program (Cityworks) which will link the asset to work orders, services request and historical data. After all the data is verified and is accurate we will start at the next Park site.

5. ***Christiansen Park -*** The Woodland Little League began removing sod for the construction of then new baseball field. Some of the removed sod has been used to make repairs to damaged areas on Pedroia and Camarena Fields. Once all of the sod has been removed, the infield mix and fencing of the field will soon follow.

- **Sports Park**

  1. ***Tournaments***- Tournament season officially began on January 7th at the Sports Park and will continue every weekend through August when the soccer season will begin.

  2. ***Painting Soccer Fields-*** Over the past month staff began to experiment with new paint for synthetic turf fields and it was a success. We have found that painting the two soccer fields gives our users the ability to have additional fields on Woodland Healthcare Field, is easily removed, and leaves no "shadowing" on the field like other products we have seen. We will continue to offer this service to the soccer groups as time and money permit.

- **Clark Field**

  1. ***Fencing on foul lines (Reoccurring note)-*** City staff is coordinating with the engineering department to create a structural specification for the wind load of the additional posts down the first and third base fence lines that will hold foul ball netting.

- **Cemetery**

  1. ***Internments -*** The Woodland Cemetery had four internment during the month of November and four internments during the month of December. Three of these internments were cremains and five were full burials.

  2. ***Sales -*** The Cemetery generated $5,550.00 in sales during the month of November and $9,195.00 in sales during December.

  3. ***Operations -*** Currently there is no temporary maintenance staff working at cemetery. The last staff person was laid off on December 2, 2011. New temporary employees will start back in early February when regular scheduled maintenance activities will start back up.

- **Brooks Swim Center**

  1. ***Maintenance Closure –*** The swimming pool is currently closed and going through annual maintenance. This includes structural repairs to the pool shell and maintenance to the main circulation pump. The pump will be fitted with a new impeller and sealed bearings.

Snapshot of Parks Primary Budgets through 1/09/12				
Fund Source	Beginning Balance	Expenditures & Encumbrances	Remaining Balance	% Remaining
Brooks Swim Center	$253,676.64	$81,564.81	$172,111.83	67.85
Cemetery	$305,000.45	$111,569.32	$193,431.13	63.42
Gateway LLD	$15,397.03	$2,325.12	$13,071.91	84.90
General Fund Parks	$928,630.066	$348,773.77	$579,856.89	62.44
Gibson Ranch LLD	$530,712.48	$263,578.82	$267,133.66	50.33
Spring Lake LLD	$414,569.71	$174,322.94	$240,246.77	57.95
Sports Park	$218,126.38	$91,630.76	$126,495.62	57.99

Respectfully submitted,

Gregor G Meyer
Public Works Director

Prepared By: Eric Dexter, Parks Supervisor and
Rob Sanders, PW Infrastructure Superintendent

City of Woodland

Parks and Recreation Commission Communication

AGENDA ITEM

SUBJECT: Monthly Street Tree Report DATE: January 23, 2012

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. 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.

- **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 as time permits due to the reoccurrence of tree and limb failures.
  2. For the calendar year of 2011, the UFG removed 110 trees of various sizes. Starting this month we will begin recording the species of trees removed, so next month the overall removal number will also include the specific types of trees removed.
  3. The infested heritage oak located on Matmor Rd was removed by West Coast Arborists on December 12th and 13th. The total cost of the removal was $2,880.

- **Service Requests / Work Orders**
  Currently there are 236 attached work orders and 159 unattached work orders that are open and waiting to be responded to.

- **Urban Forest Analysis**
  In 2010, our Urban Forest Resource Analysis and Community Canopy Study, completed by Davey Resource Group indentified the London Plane, which incorporates 12% of the City canopy to be our most numerous species of tree. The following chart identifies the majority of the remaining species and their respective percentage of our canopy.

Species	Common Name	Dead or Dying	Poor	Fair	Good	RPI	# of Trees Total	% of Total Population
Platanus X acerifolia	London planetree	0.53	1.28	47.27	50.93	0.96	1,520	12
Pistacia chinensis	Chinese pistache	0.84	1.34	29.31	68.52	1.03	1,196	9
Pyrus calleryana	Flowering pear	3.05	3.81	31.11	62.03	0.98	1,064	8
Lagerstroemia indica	Crapemyrtle	1.07	1.19	35.63	62.12	1.00	842	6
Prunus cerasifera	Cherry plum	1.02	2.38	15.73	80.87	1.07	588	4
Sequoia sempervirens	Coast redwood	0.00	0.64	32.42	66.94	1.03	546	4
Zelkova serrata	Japanese zelkova	0.24	1.08	38.25	59.95	1.00	417	3
Quercus lobata	Valley oak	0.51	0.63	25.88	72.98	1.05	396	3
Triadica sebifera	Tallowtree	0.42	1.94	23.27	74.38	1.05	361	3
Quercus ilex	Holly oak	2.29	0.29	8.86	88.57	1.10	350	3
Pinus canariensis	Canary Island Pine	0.00	0.32	8.10	91.75	1.13	315	2
Fraxinus velutina	Velvet ash	0.00	0.00	11.33	88.67	1.12	278	2
Malus species	Crabapple, flowering	6.16	2.54	11.23	80.07	1.03	276	2
Ulmus parvifolia	Chinese elm	2.73	9.09	37.73	50.45	0.91	220	2
Cedrus deodara	Deodar cedar	0.49	1.47	23.28	74.75	1.06	204	2
Celtis sinensis	Chinese hackberry	0.00	3.47	60.15	36.39	0.90	202	2
Koelreuteria paniculata	Goldenrain tree	1.50	2.75	23.25	72.50	1.03	200	2
Tilia species	Basswood	2.67	1.07	10.96	85.29	1.08	187	1
Ulmus species	Elm	0.00	3.41	34.09	62.50	1.00	176	1
Pinus species	Pine	1.21	0.91	19.09	78.79	1.07	165	1
Ginkgo biloba	Ginkgo	4.61	1.32	34.87	59.21	0.96	152	1
Olea europaea	Olive	2.96	68.42	11.18	51.64	0.82	152	1
Fraxinus velutina 'Modesto'	Modesto ash	5.33	35.67	55.00	6.67	0.64	150	1
Xylosma congestum	Xylosma	0.00	0.68	38.85	60.81	1.01	148	1
Quercus rubra	Northern red oak	0.75	1.12	9.33	88.81	1.11	134	1
Quercus suber	Cork oak	0.76	0.76	16.41	82.44	1.09	131	1
Robinia ambigua idahoensis	Idaho locust	0.00	0.93	5.09	94.44	1.14	108	1

- **UFG General Fund Budget Snapshot for FY11/12 (as of 1/9/12)**
  Beginning Budget – $281,141.66
  Expenditures and Encumbrances to Date - $134,734.71
  Balance - $146,406.95
  Percentage Remaining – 52.08%

Respectfully submitted,

Gregor G Meyer
Public Works Director

Prepared By: Eric Dexter, Parks Supervisor and Rob Sanders, Infrastructure Superintendent, Right-of-Way