



Parks & Recreation Commission

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

Agenda

February 27, 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: January 23, 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)

5. Arbor Day Proclamation (attachment)
6. Dave Douglass Update

Old Business-Information Items

7. Work Plan (attachment)

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.

Committee Reports

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: March 26, 2012

Adjournment

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.



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

Commission Meeting Minutes January 23, 2012

Call to Order

Meeting convened at 6:35 p.m. at the Woodland Community & Senior Center, 2001 East Street, Woodland, California by Commissioner Murphy.

Commissioners Present: Murphy, Stephens, Salinas, 2 Vacant

Absent: Groom, Romero

Staff: Engel, Haynie, Sanders,

Pledge of Allegiance

Public Comment

David Wilkinson from the Woodland Tree Foundation, invited the commission to the March 10, 2012 Arbor Day event at City Park starting at 9 a.m. The foundation will be planting 40 trees in Woodland. Mr. Wilkinson invited people interested in the events to visit the foundations web page at woodlandtree.org, additionally; Mr. Wilkinson requested permission to place a monument at City Park near the corner of Walnut/Oak Street. The monument will explain that the Paradox Walnut tree was donated and planted by Luther Burbank on Arbor Day in 1925.

Luther Burbank (7 March 1849 – 11 April 1926) was an American botanist, horticulturist and a pioneer in agricultural science. He developed more than 800 strains and varieties of plants over his 55-year career. Burbank's varied creations included fruits, flowers, grains, grasses, and vegetables. He developed a spineless cactus (useful for cattle-feed) and the plumcot.

Sanders stated that staff did not have any issues with the request and would work with Mr. Wilkinson.

Consent Calendar

Commission Minutes of November 28, 2011

Commissioner Salinas made motion to accept the November 28, 2011 minutes with changes he will give to staff, Commissioner Stephens seconded the motion. Motion carried 3-0.



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

Communications Written-Staff Reports

Recreation Division Report-Christine Engel

Engel informed the Commission that the YMCA has decided to continue their lease of the Fitness Center for one more year. The Y's is currently doing a membership drive and looking for volunteers to run the program in order to save on staff costs.

Engel also informed the Commission that staff was looking for Score Keepers for the upcoming softball season. The summer 2012 guide will be published and delivered by the end of February. The summer park program is adding Beamer Park back as a site for Summer Time Fun Club. Staff has received a grant that will provide 30 "Camperships" to the summer park program. Engel explained that on December 16, 2011 the gym was rented for a televised boxing event. The promoter is returning for another event on March 3, 2012 and Vicente Escobedo will box in the main event. Vicente learned to box in the Parks & Recreation boxing program and went on to the Olympics before he turned professional.

Parks Report/Street/Tree Report-Rob Sanders

Sanders informed the Commission that staff had met with Sportex, the supplier of the synthetic turf at the Sports Park. They made suggestions on additional equipment that would benefit our field maintenance program and stated that the rule against cleats was a positive step in extending the life of the fields.

Presentations-None

New Business-Action Items

New Officers

This is tabled until all Commissioners can be present.

New Business- Information Items

Old Business-Action Items (None)



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

Old Business-Information Items

YMCA Update

Engel provided this information during "staff reports".

Work Plan

Discussions on the work plan were moved to the February meeting.

Committee Reports

Budget & Finance Committee Report

Commissioner Salinas will update Commission at the February meeting.

Communications-Commission/Staff Statements and Requests

Commissioner Stephens discussed the planters on the south side of Gibson Road and the need to address the poor condition of the trees. Sanders responded that the required funds were not available to address this and other plant issues in Springlake, at this time. Commissioner Stephens asked about the 102 Interchange and the plans for those planting areas. Sanders explained that Gateway L&L would fund the east side and the Gibson L&L would fund the Westside. The remaining improvements would be funded by the developer. Commissioner Stephens asked what safeguards were in place so that the soil is properly amended before planting so that the issues at Springlake will not be duplicated in this area. Sanders explained the planters will be emptied of the soil and debris and refilled with new soil.

Commissioner Murphy stated that the Crawford Tennis Courts seem in worse condition than the other courts.

Commissioner Murphy asked Robert Marin, President of Woodland Soccer Club to tell the Commission about the State Cup Tournament that WSC was hosting at the Woodland Sports Park. Mr. Marin informed the Commission over 600 teams has played soccer during the State Cup playoffs. Mr. Marin was very pleased to inform the Commission that the girl's team that Mr. Marin coaches won their semi final matches and have made it into the State Cup finals. Commissioner Salinas stated that Woodland was being put on the map with youth soccer. Commissioner Murphy said that he attended the tournament and was pleased to see so many families enjoying the event. Commissioner Murphy wanted to thank WSC for their efforts on this event.

Mr. Marin stated that without the ability to charge for parking WSC is missing out on fundraising opportunities. Engel suggested a field trip with staff at the Sports Park since staff thinks that charging a gate fee should work out well at the Sports Park and help them achieve their fundraising objective without affecting other users at the facility.



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

Other Business (None)

Business Items for Next Meeting:

February 27, 2012

Chair and Vice Chair Election

Dave Douglass Update

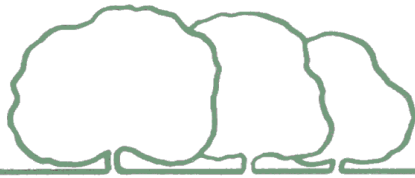
Arbor Day Update

Next Meeting Date: February 27, 2012, 6:30 p.m.

Adjourn: meeting adjourned at 7:13 p.m.

Respectfully submitted,

Cathy Haynie, Administrative Secretary
Parks & Recreation Department



City of Woodland

RECREATION DIVISION - MONTHLY COMMISSION REPORT Feb-12

RECREATION DIVISION - BUDGET SNAPSHOT thru 1/31/12				
Program	Budget	Expenses & Encumbrances	Balance	% Remaining
General Fund				
Parks & Recreation Admin	\$179,434.19	\$79,172.55	\$100,261.64	55.88%
Community & Senior Center	\$808,953.63	\$392,833.65	\$416,119.98	51.44%
Brooks Swim Center - Recreation	\$133,612.61	\$86,558.41	\$47,054.20	35.22%
General Recreation Programs	\$304,732.07	\$161,354.26	\$143,377.81	47.05%
Enterprise Fund				
Youth Center Enterprise	\$367,247.39	\$166,339.43	\$149,766.88	40.78%
TOTAL RECREATION BUDGET	\$1,793,979.89	\$886,258.30	\$856,580.51	47.75%

RECREATION DIVISION - BUDGET SNAPSHOT thru JAN 2011				
Program	Budget	Expenses & Encumbrances	Balance	% Remaining
General Fund				
Parks & Recreation Admin	\$195,255.01	\$137,831.96	\$57,423.05	29.41%
Community & Senior Center	\$713,731.32	\$447,299.88	\$266,431.44	37.33%
Brooks Swim Center - Recreation	\$134,813.18	\$97,004.08	\$37,809.10	28.05%
General Recreation Programs	\$342,099.75	\$162,086.56	\$180,013.19	52.62%
Enterprise Fund				
Youth Center Enterprise	\$327,952.28	\$226,452.98	\$101,499.30	30.95%
TOTAL RECREATION BUDGET	\$1,713,851.54	\$1,070,675.46	\$643,176.08	37.53%

RECREATION DIVISION - REVENUE SNAPSHOT thru 1/31/12			
Account Title	FY12 Projection	FY12 Revenue to Date	% of Projection
RED CROSS COURSE FEE	\$ 500	\$ -	0.00%
ADULT PARTICIPANT NON RESIDENT	\$ 3,200	\$ 710.00	22.19%
C BROOKS SWIM CTR REV	\$ 120,000	\$ 36,168.13	30.14%
SENIOR PROGRAMS REVENUE	\$ 10,000	\$ 4,734.20	47.34%
COMMUNITY SENIOR CENTER MISC	\$ 100,000	\$ 43,482.75	43.48%
COMMUNITY FITNESS CENTER	\$ 38,400	\$ 25,335.84	65.98%
COMMUNITY SPORTS PARK	\$ 100,000	\$ 75,115.91	75.12%
GENERAL RECREATION	\$ 88,480	\$ 33,965.20	38.39%
YOLANO RECREATION PRG INC	\$ 2,500	\$ 4,515.30	180.61%
ADULT REC & LEAGUE PRGMS	\$ 110,000	\$ 55,253.30	50.23%
RECREATION CONTRACTS	\$ 97,000	\$ 37,589.85	38.75%
TOTALS	\$670,080.00	\$316,870.48	47.29%

Adult Participation is not recording correctly, part of the funds are showing up in Misc. Admin Sales

RECREATION DIVISION - REVENUE SNAPSHOT thru 1/31/11			
Account Title	FY11 Projection	FY11 Revenue to Date	% of Projection
RED CROSS COURSE FEE	4400	0	0.00%
ADULT PARTICIPNT NON RESIDENT	5500	0	0.00%
C BROOKS SWIM CTR REV	96000	46084.3	48.00%
SENIOR PROGRAMS REVENUE	8400	10589.22	126.06%
COMMUNITY SENIOR CENTER MISC	125000	62686.78	50.15%
COMMUNITY FITNESS CENTER	38400	22353.38	58.21%
COMMUNITY SPORTS PARK	82000	48389.5	59.01%
GENERAL RECREATION	88480	33475.1	37.83%
YOLANO RECREATION PRG INC	6500	0	0.00%
ADULT REC & LEAGUE PRGMS	134000	43052.99	32.13%
RECREATION CONTRACTS	92500	45040.04	48.69%

Administration	TOTALS				
	Nov-11	Dec-11	Jan-12	YTD	Comments
General Customer Service:					
Customer Transactions	459	231	433	3792	
Customer Contact: Phones/Walk-in	785	460	621	5463	
Program Registrations	370	149	348	2478	
Payments processed	\$28,215.93	\$30,064.49	\$105,984.05	\$374,321.61	

Comparison					
Administration FY 10/11	Nov-10	Dec-10	Jan-11	YTD	Comments
General Customer Service:					
Customer Transactions	595	298	492	11587	
Customer Contact: Phones/Walk-in	630	335	450	10861	
Program Registrations	450	197	382	310633.65	
Payments processed	\$58,588.55	\$19,364.18	\$47,237.72	\$306,807.65	

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				
	Nov-11	Dec-11	Jan-12	YTD	Comments
Maxwell Afterschool Fun Club					
Participant hours	757.5	545	635	4475.5	
Participants	24	23	23	139	
Revenue	\$2,224.00	\$1,700.00	\$2,772.00	\$14,880.00	
Expenses	\$2,645.43	\$1,617.06	\$1,895.63	\$13,376.97	
Yolano Programs					
Participant hours	0	0	0	0	
Participants	24	23	51	287	
Revenue	\$321.00	\$371.00	\$735.00	\$3,398.30	
Expenses	\$1,260.00	\$1,260.00	\$1,260.00	\$8,820.00	
Youth Basketball League					
Participant hours	0	0	0	0	YBL
Participants	154	154	154	462	0
Revenue	\$8,118.40	\$444.00	\$211.20	\$11,203.00	
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	757.5	545	635	18875.5	
Participants	202	200	228	1132	
Revenue	\$10,663.40	\$2,515.00	\$3,718.20	\$36,806.90	
Expenses	\$3,905.43	\$2,877.06	\$3,155.63	\$42,222.87	

YOUTH RECREATION FY 10/11	TOTALS				
	Nov-10	Dec-10	Jan-11	YTD	Comments
Maxwell Afterschool Fun Club					
Participant hours	717.5	605	605	4312.5	
Participants	22	23	21	134	
Revenue	\$2,698.00	\$2,666.00	\$2,108.00	\$15,524.00	
Expenses	\$2,729.44	\$1,911.31	\$1,034.50	\$12,000.53	
Yolano Programs					
Participant hours	0	0	0		
Participants	48	50	41	344	
Revenue	\$302.00	\$295.00	\$228.00	\$2,154.00	
Expenses	\$1,260.00	\$1,260.00	\$1,260.00	\$8,820.00	
Youth Basketball League					
Participant hours	0	678	904		
Participants	0	113	113		
Revenue	\$0.00	\$4,407.00	\$0.00		
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	717.5	605	605	76598.5	
Participants	70	73	62	478	
Revenue	\$3,000.00	\$7,368.00	\$2,336.00	\$68,051.70	
Expenses	\$3,989.44	\$7,438.58	\$2,294.50	\$59,893.02	

Highlights:

Boxing program received a \$250.00 donation from the Paco Damian, the promoter for the Boxing event that will be held at the Community & Senior Center on March 3, 2012.

Camperships for the Summertime Fun Club are announced! Thirty \$200 vouchers will be made available for Beamer Park on April 10 and all other parks on April 11. This program operates M-F from June 11 through August 3. More information is available on pages 26-27 of the recreation guide.

SPRING/SUMMER 2012 RECREATION GUIDE NOW AVAILABLE! It's time to start thinking what to do over spring break and summer vacation. It's gonna be a long one, so check out the fun classes and camps we have for all ages this March through August 2012. Pick a guide up at the Woodland Community & Senior Center, City Hall, or online at cityofwoodland.org/parks&rec.

CONTRACT RECREATION	TOTALS				
	Nov-11	Dec-11	Jan-12	YTD	Comments
Special Interest Classes					
Participant hours	782.08	526.33	323.16	17068	
Participants	115	106	50	982	
Revenue	\$10,395.40	\$2,793.80	\$1,750.60	\$28,329.00	
Expenses	\$2,264.00	\$2,212.70	\$1,214.50	\$18,105.00	

CONTRACT RECREATION	TOTALS				
	Nov-10	Dec-10	Jan-11	YTD	
Special Interest Classes					
Participant hours	1985.66	698.83	399	26935	
Participants	102	126	73	1263	
Revenue	\$4,797.19	\$5,790.20	\$2,366.50	\$67,304.34	
Expenses	\$3,323.59	\$3,956.40	\$1,634.15	\$45,308.37	

Highlights:

AQUATICS	TOTALS				Comments
	Nov-11	Dec-11	Jan-12	YTD	
Adult Aquatic Exercise					
Participant hours	0	0	121.5	1049.5	
Participants	0	0	81	694	
Revenue	\$1,083.00	\$0.00	\$1,270.00	\$8,453.00	Pool closed in December
Expenses	\$0.00	\$0.00	\$0.00	\$1,438.50	Many Patrons bought new
Recreational Swim Team					
Participant hours	0	0	0	3591	Closed
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	Closed
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	Closed
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	0	0	121.5	42773.5	
Participants	0	0	81	1323	
Revenue	\$1,083.00	\$0.00	\$1,270.00	\$18,406.70	
Expenses	\$0.00	\$0.00	\$0.00	\$30,286.50	

AQUATICS FY 10/11	Totals				Comments
	Nov-10	Dec-10	Jan-11	YTD	
Adult Aquatic Exercise					
Participant hours	688	9600	173	71421.5	
Participants	459	600	115	11761	
Revenue	\$1,149.50	\$1,500.00	\$1,632.00	\$18,785.50	
Expenses	\$1,254.00	\$992.00	\$0.00	\$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					
Participant hours	688	9600	173	133080.3	
Participants	459	600	115	12635	
Revenue	\$1,149.50	\$1,500.00	\$1,632.00	\$82,732.87	
Expenses	\$1,254.00	\$992.00	\$0.00	\$46,287.00	

Highlights:

ADULT SPORTS		TOTALS				Comments
		Nov-11	Dec-11	Jan-12	YTD	
Softball						
	Participant hours	9240	0	0	22960	
	Participants	924	0	0	2296	
	Revenue	\$0.00	\$0.00	\$0.00	\$32,370.00	
	Direct Expenses	\$23,594.00	\$0.00	\$0.00	\$54,809.00	
Basketball						
	Participant hours	0	0	0	1701	
	Participants	0	0	0	434	
	Revenue	\$0.00	\$0.00	\$0.00	\$14,851.00	
	Expenses	\$0.00	\$0.00	\$0.00	\$1,860.00	
Senior Basketball						
	Participant hours	368	368	0	736	
	Participants	92	92	0	184	
	Revenue	\$1,550.00	\$160.00	\$30.00	\$7,026.00	
	Expenses	\$0.00	\$0.00	\$0.00	\$0.00	
Volleyball						
	Participant hours	0	0	0	783	
	Participants	0	0	0	261	
	Revenue	\$0.00	\$0.00	\$0.00	\$2,085.00	
	Expenses	\$0.00	\$0.00	\$0.00	\$453.00	
Dodgeball						
	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		0	0	0		
	Participant hours	960	384	0	6588	
	Participants	80	32	50	637	
	Revenue	\$240.00	\$96.00	\$180.00	\$1,941.00	
	Expenses	\$0.00	\$0.00	\$0.00	\$0.00	
ADULT SPORTS TOTALS		0	0	0		
	Participant hours	960	384	0	32032	
	Participants	80	32	50	3628	
	Revenue	\$240.00	\$96.00	\$180.00	\$51,247.00	
	Expenses	\$0.00	\$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				Comments
	Nov-10	Dec-10	Jan-11	YTD	
Expenses	0	0	0	10738	
Participants	0	0	0	934	
Revenue	\$0.00	\$0.00	\$0.00	\$54,545.00	
Expenses	\$0.00	\$0.00	\$0.00	\$37,010.00	
Basketball					
Participant hours	0	618	824	2650	
Participants	0	206	206	0	
Revenue	\$2,478.00	\$5,251.00	\$0.00	\$13,987.00	
Expenses	\$0.00	\$0.00	\$2,200.00	\$6,344.60	
Volleyball					
Participant hours	456	156	1024	2544	
Participants	57	39	128	0	
Revenue	\$171.00	\$117.00	\$600.00	\$4,095.00	
Expenses	\$96.00	\$48.00	\$0.00	\$8,006.20	
Dodgeball					
Participant hours	0	0	320	505	
Participants	0	0	80	0	
Revenue	\$0.00	\$0.00	\$1,065.00	\$1,290.00	
Expenses	\$0.00	\$0.00	\$96.00	\$238.00	
Open Gym					
Participant hours	0	0	0		
Participants	100	96	101	911	
Revenue	\$48.00	\$114.00	\$126.00	\$3,482.00	
Expenses	\$0.00	\$0.00	\$0.00		
ADULT SPORTS TOTALS					
Participant hours	1054	774	2168	17519	
Participants	1091	341	531	3027	
Revenue	\$21,882.00	\$5,482.00	\$1,791.00	\$96,584.00	
Expenses	\$14,577.00	\$48.00	\$2,296.00	\$60,153.80	

SENIOR CENTER	TOTALS				Comments
	Nov-11	Dec-11	Jan-12	YTD	
Programs & Activities					
# offered	27	24	28	206	
# of Participants	1392	1199	1435	10394	
Revenue	\$796.20	\$198.50	\$1,158.00	\$5,086.98	

SENIOR CENTER FY 10/11	TOTALS				Comments
	Nov-10	Dec-10	Jan-11	YTD	
Programs & Activities					
# offered	22	20	25	148	
# of Participants	1237	956	1520	10133	
Revenue	\$240.00	\$210.00	\$1,081.60	\$3,826.83	

Highlights:

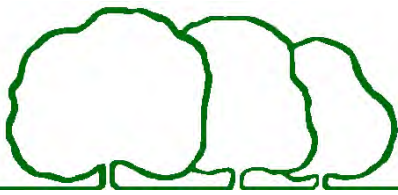
In the first 6 months of the fiscal year, the Senior Center has more participants recorded than at the same time for 2011.

Facility Rentals	TOTALS				
	Nov-11	Dec-11	Jan-12	YTD	Comments
Community & Senior Center					
PAID EVENTS	0	0	0		
# of Events	7	9	10	44	
# of Participants	465	1120	1245	4825	
Revenue	\$3,190.00	\$4,872.50	\$4,175.00	\$54,314.00	
CITY-SPONSORED EVENTS					
# of Events	11	11	9	104	
# of Participants	369	554	302	6552	
Waived revenue	\$5,985.00	\$7,817.50	\$1,600.00	\$57,995.12	
Sports Park					
	0	0	0		
# of Tournament resevs.	0	0	0	11	
# of user groups	3	3	0	22	
Revenue	\$6,724.00	\$9,071.00	\$71,367.00	\$119,515.96	
Charles Brooks Swim Center					
	0	0	0		
# of Tournament resevs.	0	3	4	11	
# of user groups	0	0	0	4	
Revenue	\$0.00	\$2,400.00	\$9,600.00	\$22,631.20	

FACILITY RENTALS FY 10/11	TOTALS				
	Nov-10	Dec-10	Jan-11	YTD	
Community & Senior Center	0	0	0		
PAID EVENTS	0	0	0		
# of Events	7	5	7	153	
# of Participants	315	197	946	6573	
Revenue	\$8,268.13	\$5,172.66	\$14,966.22	\$73,690.72	
CITY-SPONSORED EVENTS	0	0	0		
# of Events	14	10	9	75	
# of Participants	587	523	307	5879	
Waived revenue	\$10,640.14	\$6,891.34	\$1,275.00	\$111,555.43	
Sports Park	0	0	0		
Field reservations	0	0	0		
# of Tournament resevs.	0	1	4	0	
# of user groups	0	0	0	74	
Revenue	\$21,151.50	\$5,172.66	\$15,025.50	\$66,996.66	

Highlights:

The 2012 Tournament "season" began in January. All four weekends in January fees collected for the tournaments exceeded \$9,500. There were no cancellations.



Parks and Recreation Commission Communication

AGENDA ITEM

SUBJECT: Monthly Parks Report

DATE: February 27, 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. ***Ferns Park*** - Staff recently updated all the signage for the disc golf course. The new signs include aerial shots of the overall course as well as the individual holes.
2. ***Christiansen Park/ Camarena Field-*** Construction on the new baseball field has been steady; this past month the Woodland Little League installed new fences with a backstop, infield mix and base pegs along with a home plate. They also adjusted the outfield fence on Camarena Field by lowering the section where the old water tower was located. Additionally, league volunteers installed new yellow fence capping on the outfield fence.

Furthermore, a contractor recently volunteered to repair the two dugouts for Camarena Field. The repairs include replacing old damage wood and repairing the entire top portion of the dugout; all the costs associated with this project will be incurred by the contractor.
3. ***Arbor Day at City Park*** - The Arbor Day 2012 celebration will start at City Park on March 10th at 9 a.m. The Woodland Tree Foundation will be placing a black granite historic marker near a tree donated by Luther Burbank; the tree, which is the Paradox Walnut, is located at corner of Walnut Street and Oak Avenue. After the ceremony the Urban Forestry Group will be hosting a demonstration on how to properly plant a tree, followed by the plantings of around 50 trees in the surrounding neighborhoods.
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.

- **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 two internments during the month of January. One of these internments was cremains and one was a full burial.
2. ***Sales*** - The Cemetery generated \$4,320.00 in sales during the month of January.
3. ***Operations*** - Currently there is no temporary maintenance staff working at cemetery. New temporary employees will start back in early March and regular maintenance activities will start back up.

- **Brooks Swim Center**

1. ***Reopened*** – The swim center reopened in January and has had steady use from Masters Swimmers, The Woodland Swim Team, as well as recreation lap swim and water aerobics.

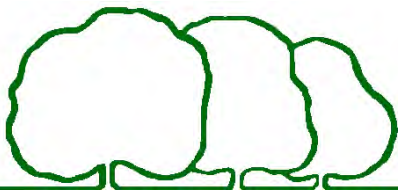
Snapshot of Parks Primary Budgets through 2/14/12

Fund Source	Beginning Balance	Expenditures & Encumbrances	Remaining Balance	% Remaining
Brooks Swim Center	\$253,676.64	\$114,235.07	\$139,441.57	54.97
Cemetery	\$305,000.45	\$146,060.50	\$158,939.95	52.11
Gateway LLD	\$15,397.03	\$3,004.88	\$12,392.15	80.48
General Fund Parks	\$928,630.066	\$418,251.32	\$510,379.34	54.96
Gibson Ranch LLD	\$530,712.48	\$304,734.09	\$225,978.39	42.58
Spring Lake LLD	\$414,569.71	\$194,207.43	\$220,362.28	53.15
Sports Park	\$218,126.38	\$104,901.47	\$113,224.91	51.91

Respectfully submitted,

Gregor G Meyer
Public Works Director

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



Parks and Recreation Commission Communication

AGENDA ITEM

SUBJECT: Monthly Street Tree Report

DATE: February 27, 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.

- **Arbor Day**

1. The Arbor Day 2012 celebration will start at City Park on March 10th at 9 a.m. The Woodland Tree Foundation will be placing a black granite historic marker near a tree donated by Luther Burbank; the tree, which is the Paradox Walnut, is located at corner of Walnut Street and Oak Avenue. After the ceremony the Urban Forestry Group will be hosting a demonstration on how to properly plant a tree, followed by the plantings of around 50 trees in the surrounding neighborhoods.

- **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 pruning 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.

- **Service Requests / Work Orders**

1. Currently there are 253 attached work orders and 110 unattached work orders that are open and waiting to be responded to.

- **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 current calendar year of 2012, the UFG has removed 15 trees of various sizes. The following trees were removed due to being in an imminently hazardous condition or in poor health:

<u>Location</u>	<u>Tree Species</u>	<u>Reason</u>
2784 Bender Place	Two Chinese Elm	Inadequate root system
2781 Bender Place	Purple Robe	Dead
733 Farnham Ave	Red Oak	Dead
Farmers Central	Two Holly Oaks	Inadequate root system
1622 Farnham Ave.	Red Oak	Dead
1634 Farnham Ave.	Liquidambar	Dead
1647 Farnham Ave.	Red Oak	Dead
1797 Farnham Ave.	Saw-leaf Zelkova	Dead
1809 Farnham Ave.	Saw-leaf Zelkova	Dead
625 Second Street	Ornamental Pear	Damage at base
2784 Shoemaker Court	Two Arizona Ash	Dead
872 Walker Street	Chinese Pitache	Inadequate root system

- **UFG General Fund Budget Snapshot for FY11/12 (as of 2/14/12)**

Beginning Budget – \$281,141.66
Expenditures and Encumbrances to Date - \$171,750.32
Balance - \$109,391.34
Percentage Remaining – 38.91%

Respectfully submitted,

Gregor G Meyer
Public Works Director

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



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	12/31/2015
Vacant				
Jesse Salinas Do not give to public				12/31/2014
Sheila Groom Vice-Chair	2382 Ackley Place Woodland, CA 95776	666-3835 (hm) 752-7596 (wk)	outamygourd@sbcglobal.net	12/31/2013
Nathan Stephens	429 Truckee Place Woodland, CA 95695	220-2934 (hm) 916-808-6913 (wk)	nhs@usa.net	12/31/2013
Joe Romero Do not give to public				12/31/2014
Vacant				

STANDING COMMITTEES

(Max. 2 commissioners)

Facilities Committee (handles Park Naming)

Groom, Murphy

Budget and Finance Committee

Salinas, Romero

Child, Youth & Playground Committee

Romero, Stephens

Community/Senior Center/Sports Park

Groom, Salinas

Woodland Sports Council

Vacant until needed

Urban Forest Committee

Murphy, Stephens

Ad Hoc Committee

Salinas, Romero

LIAISONS

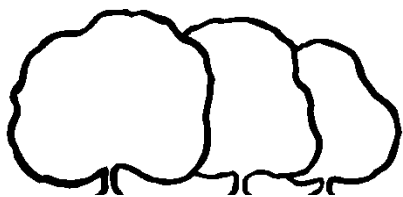
Baseball: (Vacant)

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



PARKS & RECREATION COMMISSION COMMUNICATION

AGENDA ITEM

TO: THE PARKS AND RECREATION
COMMISSION

DATE: February 27, 2012

SUBJECT: Support of Arbor Day 2012

Report in Brief

Each year the City of Woodland celebrates Arbor Day in order to recognize the community benefits of trees and the community's heritage as "The City of Trees".

Staff recommends that the Parks and Recreation Commission approve staff moving forward with a Council Communication proclaiming March 10, 2012 as Arbor Day in the City of Woodland.

Background

Arbor Day is a nationally-celebrated observance that encourages tree planting and care. The observance and celebration of Arbor Day is one of the requirements of Woodland's designation as a "Tree City USA."

Founded by J. Sterling Morton in Nebraska in 1872, National Arbor Day is usually celebrated each year on the last Friday in April, but this date varies depending on the climate of the state in which it is being held.

The observance of Arbor Day not only shows the City of Woodland's commitment to its urban forest, but will also increase awareness of the importance of trees in urban areas and provide educational opportunities to promote and improve the practice of urban tree planting and care.

As part of the day's festivities, the Woodland Tree Foundation will be placing a historic marker near a Paradox Walnut tree at City Park which was donated by Luther Burbank in 1925. Mr. Burbank was a famous botanist and horticulturist who broke new ground in agricultural science. After the ceremony, over 50 trees will be planted in various locations around the City where trees have previously been removed. Additionally, the public will be educated at City Park in proper planting techniques by our City Municipal Arborist, Westley Schroeder.

Discussion

Support of this resolution reflects the City's continuing commitment to our urban forest and the quality of life that these assets provide the community.

Public Contact

Posting of the Parks and Recreation Commission agenda.

Recommendation for Action

Staff recommends that the Parks and Recreation Commission approve staff moving forward with a Council Communication proclaiming March 10, 2012 as Arbor Day in the City of Woodland.

Prepared by: Robert G. Sanders
ROW Infrastructure Superintendent

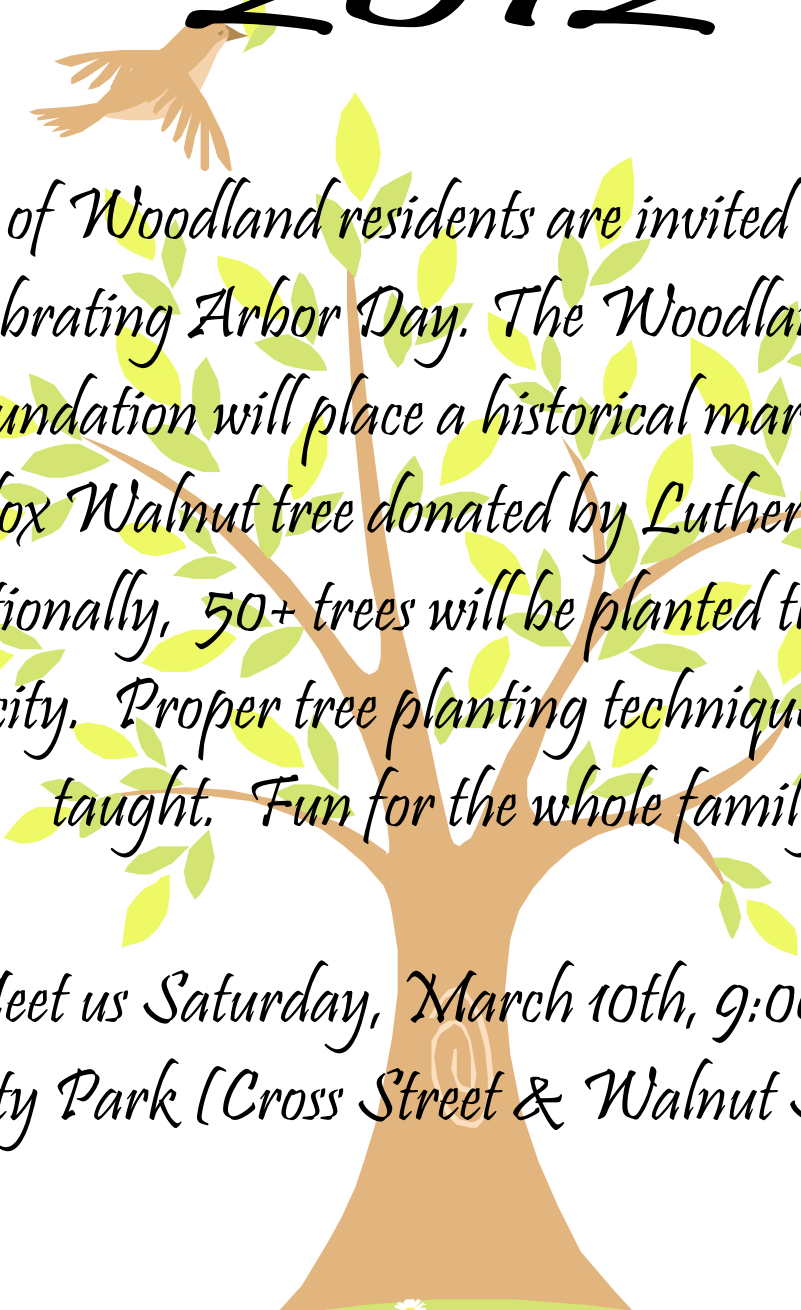
Reviewed by: Gregor G. Meyer
Director Public Works

Gregor G. Meyer
Public Works Director

Attachments: Flyer

Arbor Day

2012



City of Woodland residents are invited to join in celebrating Arbor Day. The Woodland Tree Foundation will place a historical marker at a Paradox Walnut tree donated by Luther Burbank. Additionally, 50+ trees will be planted throughout the city. Proper tree planting techniques will be taught. Fun for the whole family!

Meet us Saturday, March 10th, 9:00am at City Park (Cross Street & Walnut Street)

Sponsored by the City of Woodland and the Woodland Tree Foundation

Arbor Day

2012



Residentes de la Ciudad de Woodland están invitados a unirse en la celebración del Día del Árbol.

La Fundación de Árboles de Woodland colocara un marcador histórico en un árbol de nogal paradoja donado por Luther Burbank. Además, más de 50 árboles serán plantados en toda la ciudad.

Nos vemos el sábado, 10 de Marzo a las 9:00am en el City Park (esquina de las calles Cross y Elm)

Patronizado por la Ciudad de Woodland y el Woodland Tree Foundation

**FY12 Parks and Recreation Commission
Annual Work Plan
November 2011**

1. Urban Forest Master Plan

Upon approval by City Council, draft policies to further development on a formal Urban Forest Master Plan.

Goals	Status
Formal communication asking City Council to approve the Parks and Recreation Commission request to propose policies related to further development of the Urban Forest Master Plan in FY12.	Request sent to Council June 2011
Upon Council approval, develop outline of policies necessary for formalizing Urban Forest Master Plan <i>(Potential starting point: Adding importance of Urban Master Plan to the City's General Plan, Strategic Plan and Vision, Values and Mission statement)</i>	To Urban Forest sub-committee in July 2011

2. Funding for Parks Capital Projects

Work with Parks Department to identify three of the highest priority Parks projects and identify creative funding sources to supplement funding for them.

Goals	Status
Meet with Staff to identify high priority Capital projects, including planned implementation dates, estimated expenses and understanding of those expenses).	Schedule meeting of Sub-Committee and Staff in August 2011
Sub-committee to review potential projects and recommend three for which they believe outside funding can be obtained. Recommendations will be reported to Parks Commission review /approval.	Meetings took place in August 2011 - Ongoing
Upon Commission review /approval, sub-committee to determine potential funding sources and develop plan for pursuit.	

**FY12 Parks and Recreation Commission
Annual Work Plan
November 2011**

3. Develop Dave Douglass Field Use Guidelines

Develop formal guidelines for use of Dave Douglass Field by the community.

Goals	Status
Commissioners awaiting Council approval to develop formal guidelines for use of the Dave Douglass Field.	Request sent to Council July 2011
Upon approval, Facilities sub-committee will work with staff, neighbors and identified user groups to develop guidelines.	Meeting took place in August 2011 - Ongoing
Sub-committee will present guidelines to Commission for review /approval.	
Upon Commission approval, guidelines will be submitted to Council for review /approval /implementation.	

4. Review Field Use Priorities

Review field use priorities as approved by Council in the fee schedule and recommend revisions as needed.

Goals	Status
Ad hoc sub-committee to attend field use allocation meetings for soccer and baseball to gain understanding of how the process implements priorities and identify issues from staff and user groups.	Sub-Committee attended meetings over the summer
Meetings are conducted with relevant user groups (i.e.; WJUSD) to gather information about other resources, how the user groups use these resources and what priorities, if any, these resources utilize. Review other, similar, allocation processes. As needed, meetings may be conducted with individual user groups to get a better understanding of their needs and issues.	Not needed

**FY12 Parks and Recreation Commission
Annual Work Plan
November 2011**

Goals	Status
Sub-committee brings recommendations to Commission for review /approval.	Report to Commission at October 2011 meeting
Upon Commission approval, recommendations will be submitted to Council for review /approval /further action.	Closed: No recommendations.

5. Review Policies

Goals	Status
Commissioners will review policies throughout the year as requested. <i>Policies Reviewed in FY12</i>	Ongoing