



Parks & Recreation Commission

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

Agenda

July 23, 2012

6:30 –8:00 p.m.

Commission Members Enrique Fernandez, Jesse Salinas, Sheila Groom, Nathan Stephens, Joe Romero,
2 vacant

Call to Order

Roll Call

Pledge of Allegiance

Public Comment

Correspondence (attached)

1. Letter-St. Johns Retirement Village, Inc.
2. Email-Brad Townsley-Clark Field

Consent Calendar

3. Minutes: May 21, 2012 (attachment)

Communications Written-Staff Reports

4. Recreation Division Report-Dallas Tringali (attachment)
5. Parks Report/Street/Tree Report-Rob Sanders (attachment)

Presentations (None)

New Business-Action Items

6. Committee Assignments
7. Annual Work Plan update
8. Commissioner Fernandez Status

New Business-Information Items

Correspondence (None)

Old Business-Action Items

9. Annual Council Report-Draft (attachment)

Note: 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- 661-2000.

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.

Old Business-Information Items (none)

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 September 24, 2012

Adjournment

Note: 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- 661-2000.

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May 23, 2012

Dear Woodland Parks and Recreation Department,

I am writing to let you know that we recently enjoyed Ferns Park for our employee appreciation picnic. Our employees enjoyed the wonderful picnic area and the great shade of all the trees. We enjoyed the horse shoe pits and the vast space to play badminton and flag football. A good time was had by all.

However, we just wanted to bring up a couple of items: 1. The bathrooms were quite dirty and we had the park area reserved from 3:00 p.m. - 8:00 p.m. and they were locked up around 7:00 p.m. Also, the water feature was not in operation and that was a disappointment because we had quite a lot of employees who brought children and that would have been great fun for them, however they did enjoy the play ground.

We would definitely be interested in reserving the park again next year for our picnic, but we just wanted to give you our feedback, both positive and negative. Thank you again.

Karen Wright



St. John's Retirement Village

530-662-1290

Cathy Haynie

From: Brad Townsley [bttownsley@gmail.com]
Sent: Wednesday, July 18, 2012 7:12 PM
To: wendypieratt@yahoo.com; rafaelmadrigal17@yahoo.com; Tuan Doan; Alex Mora; "Sheila Groom"; "Nathan Stephens"; Christine Engel; Cathy Haynie; Ilda Moreno; Andrea Looney; Skip Davies; Bill Marble; Tom Stallard; Sean Denny; Jim Hilliard
Subject: Clark Field is unsafe. Resident safety is at risk. 3rd notice.
Attachments: Capital Improvement.pdf; CityDamageClaimForm.PDF; ClarkFieldDecrepitBackstop.jpg; ClarkFieldSkylightEntryExit.jpg; ClarkFieldStrayBalls.jpg; ClarkFieldSafetyLetter2012-07-18.pdf

The neighbors of Clark Field are supremely unhappy with the continued disregard by the City of Woodland for the safety of the residents living near Clark Field. We have voiced our concerns and been ignored. I am writing to you before the next meeting of the Parks Commission on Monday July 23rd so there is ample time for these issues to be considered beforehand. Unfortunately the city website does not provide complete or up to date email contact information for the members of the Parks Commission so I ask that this be shared with the remainder of them as well as the city attorney. Since the Parks Commission makes recommendations to the City Council I have included them on this email to expedite the flow of information. I have also Cc'd some of the neighbors so that they can share their feelings on the matter if they chose.

The reality of living near Clark Field is enduring constant distress and fear for personal safety. A telling example is an anecdote relayed by the wife of the Babe Ruth president Homer Perez. A ball left Clark Field went through the window of a house facing West Street and impacted in a baby's crib, fortunately while the baby was not in it. Many of us nearly been hit, a fact we have brought up to you in the past.

The issues of safety, parking, trespassing, and property damage have also been brought to the city multiple times with nothing to show. We have been begging for our peace and safety and told essentially "maybe, if there is any money. We will get back to you", and despite the massive cosmetic improvements we see being made there have been no improvements to safety or the impacts of Clark Field on the neighborhood. I was led to believe they were going to study how they might pay for construction of ball retention netting I have heard nothing in 2 years on this issue despite an assurance of being kept in the loop, and now it appears they have surplus money which going to pay for more cosmetic improvements to Clark Field. From the minutes of the most recent minutes of the Parks Commission from their meeting on 6-25-12: "Clark Field Improvements- The new chain linked fence needed to encompass the flag pole and scoreboard has been installed. There was also sufficient funds left in the FY12 budget to allow us to purchase much needed replacement boards for the ballfield bleachers. The installment of the boards will be facilitated by the Clark Field Users Group."

Somewhat more shockingly there is 1.3 million dollars of funds from "Fund 506- Measure 'E'" to go to renovations of this field from 2013-2014. Considering the amount of money being spent on this field now with such a windfall coming down the line I can think of no reason that the safety issues would not have been dealt with FIRST and the cosmetic improvements later. The acceptable number of years to procrastinate on this type of public safety issue is ZERO. We are treated to heartwarming stories in local newspapers such as "Clark Field: the old girl is getting a facelift", a better story would be what has not been done. Inaction is a decision, and if the City of Woodland is going to continue to stand by it's decision to not invest in the safety of the surrounding neighborhood then at the very least it needs to explain and justify that position. Whether or not anybody actually cares, obviously nobody cares enough.

Clark Field is a bad neighbor! In theory it would be nice to live by a baseball field, it's open, it's green and it has generally positive associations. However, it endangers us; it damages our property and takes away the sanctuary of our homes. This is not a necessary condition for the operation of a baseball field, the value others derive from its use cannot be taken at the expense of unwilling bystanders. Our grievances have been brought to the

city before, and before that, and I'm told from people who lived here in the past, been brought continuously for decades. Operating Clark Field in such a way that it is a danger and a nuisance to the community is not an option that is open to the city. We have not asked that the park be demolished or moved, we have asked to be made safe and we have been ignored. That is not acceptable. The people in this neighborhood are enormously frustrated and the patience they have shown should not be underestimated, nor continue to be taken for granted. I reiterate in this letter that it has not gone unnoticed that this is a working class neighborhood and residents in wealthier parts of town would not be expected to continue to endure this situation.

These issues have been brought to the attention of the City of Woodland repeatedly and as such the city is on notice and assumes a great deal of liability from any injuries that result from this neglected dangerous situation. Everyone living here can share anecdotes being nearly impacted by the baseballs coming out of Clark Field. Personal injuries are an inevitability, particularly with the increasing use of aluminum bats increasing the speed of the stray balls.

Additionally, when damage to vehicles or property is observed by the Clark Field users but not by the owners notification MUST be made to the property owner. I have seen it happen many times where a ball bounces off a residents car and everyone watched it and make a "oooooh" sound as they see it hit but the only action which occurs is the retrieval of the ball. It is totally unethical to knowingly have damaged somebody's property and neglect to inform them.

It would be well within reason to begin writing letters to donors who have given in good faith to inform them of the situation they are inadvertently contributing to and how it has been handled. Please find the itemized listing of the Clark Field issues and proposed solutions below. Lastly, I have put up a facebook page (www.facebook.com/ClarkFieldDangerZone) to share information about problems created by Clark Field and hopefully information relating to solutions. I look forward to discussing this matter on Monday.

Sincerely,
Brad Townsley

Current problems with Clark Field

1. It is raining baseballs - The aging inadequate and decrepit ball catching net is vastly inadequate to the task of retaining baseballs within Clark Field. This is in violation of California Government Code section 830.

a. Human Safety - We are in physical danger from the barrage of high velocity projectiles coming out of Clark Field. Balls also fall into traffic on Beamer Street. These are high velocity projectiles and come out of Clark Field with high frequency. These could do a great deal of physical harm and WE ARE NOT SAFE. The definitions given for Cal Gov Code section 830 perfectly describe the circumstance of Clark Field:

[830. As used in this chapter:

(a) "Dangerous condition" means a condition of property that creates a substantial (as distinguished from a minor, trivial or insignificant) risk of injury when such property or adjacent property is used with due care in a manner in which it is reasonably foreseeable that it will be used.

(b) "Protect against" includes repairing, remedying or correcting a dangerous condition, providing safeguards against a dangerous condition, or warning of a dangerous condition.

(c) "Property of a public entity" and "public property" mean real or personal property owned or controlled by the public entity, but do not include easements, encroachments and other property that are located on the property of the public entity but are not owned or controlled by the public entity.]

It is not difficult to see that even the backstop netting which would be totally inadequate even if it were intact has long ago disintegrated and hangs in shambles.

b. Property damage - Vehicles, windows, skylights, metal work, virtually anything that can be damaged is being damaged.

c. Insurance claims - The process for making an insurance claim for damage caused by Clark Field users is opaque, and residents are still often lied to in order to prevent claims being filed. The forms are not easy to obtain and require visiting city hall during business hours. Even the insurers are attempting to mislead claimants by informing them residential parking is at own risk. This is untrue and in itself warrants contacting of California Department of Insurance.

d. Trespassing - Clark field users are continually trespassing to dig around for balls for a 1 dollar snack credit in both front and back yards and generally coming into resident's yards even with residents present with out even acknowledging the resident often while being directed by adults across the street. Landscaping is being trampled and damaged by people looking for balls.

2. Residential parking is monopolized by Clark Field users

a. Resident parking - The residential portions of Grand Avenue and nearby streets are being used as a primary parking location for Clark Field users. The parking area built for Clark, Camerina and Pedroia Fields is virtually unused by Clark Field visitors. Residents often cannot park near their homes. Clark field users frequently park inefficiently and take up with one vehicle what is typically parking for 2 resident vehicles. The blocking of driveways is also frustratingly frequent. Clark Field visitors coming from Beamer often do not bother executing a 3 point turn to park on the field side of the street even when there is ample parking on that side. Oddly enough they do execute a 3 point turn when they leave to get back onto Beamer.

3. Etiquette - The attitudes of Clark Field users and visitors are quite bad. The general position taken toward the residents is that we shouldn't live by a baseball field if we don't want balls raining on us. Nobody anywhere in the process should blame the residents.

City of Woodland (non)response

1. These issues were brought to the parks commission at a meeting in 2008 and again on July 26th 2010 by a group of residents from Grand Avenue. The commission members appeared quite concerned with the situation and promised to keep us apprised on the status of solutions.

a. On August 9th 2010 I (B.T.) was informed by email (below) that an estimate for installation of a baseball retention net was being sought. No further communication was received on this matter.

b. On August 18th 2010 I (B.T.) received a forwarded email message (below) sent to a number of individuals apparently involved with Clark Field addressing etiquette toward residents. This email has had NO DETECTABLE EFFECT what so ever.

c. Expenditures on cosmetic improvements to Clark Field continue while there is no progress on addressing the unsafe nature of Clark Field. Recent improvements include:

- i. A new sprinkler system involving digging up the field for new pipes and likely re-sodding of the field.
- ii. Fresh asphalt around the bleachers and snack bar.

iii. New score board.

iv. A structure currently being constructed.

Not to mention the constant presence of city workers engaging in upkeep and maintenance.

Solutions:

1. Ball retention within Clark Field. Options toward this end include but are not limited to:

a. Netting positioned to intercept baseballs hit out of Clark Field.

b. High fencing to intercept baseballs hit out of Clark Field.
(Likely more expensive than netting)

2. Damage claims - The "CLAIM FOR DAMAGES TO PERSON OR PROPERTY" form should be accessible from the Parks Department website as are many other forms. Hard copies of these forms should be on site at locations such as Clark Field so they can be given to residents when property damage or injury occurs. Strangely enough, this form is not even searchable on the City of Woodland website. This document has been scanned to PDF and the file can happily be provided to the city to make it accessible to people needing to file such a claim without requiring them to take time from work to physically obtain the form from city hall during business hours.

3. Parking - Parking for visitors to Clark Field should be limited to the field side of the street and the parking area already provided for them. The already unenforced parking restrictions in the residential areas should be altered to address not only potential high school parking but to address the issue of residential portions of the street being used as a Clark Field parking lot. The human tendency for extreme laziness is a formidable obstacle, Clark Field visitors could be directed to use the North facing Beamer St. entrance and reserve use of the Grand Avenue entrance for the teams and the snack bar. We hope not to simply shift the parking problem to Beamer St. residents and hope the few extra steps to walk from the parking area is not too much of an inconvenience for Clark Field visitors. Signage in the park could also direct visitors to the correct parking areas.

4. Etiquette - There are many different teams and groups using this field each with their own visitors. While all the coaches, parents, players and visitors are temporary occupants of our neighborhood, the residents are the people who live here. Clark Field users and visitors need to exorcize some empathy for the people that have to live in the vicinity of this park and understand that if their homes were being pelted, trampled, trespassed and used as a parking lot they would at least want a congenial interaction. A sympathetic response to a resident when damage has occurred and some truthful assistance in directing them how to file a claim would go a very very long way.

5. Explicitly address these issues in the written materials given to the teams and state that this needs to be discussed with players and visitors. The document "League/Club Baseball/Softball Policies & Procedures" goes in to great detail about prohibition of outside food and beverages not purchased at field snack bars from being consumed at the field and the rapidity with which one should call the police on unauthorized food cart vendors but there is no discussion of how to interact with residents or how to leave a smaller footprint of a neighborhood. Considering the enormous collateral damage inflicted on a neighborhood by this sport this seems a rather surprising oversight.

Our expectations:

Address in a concrete and tangible way the issues raised here.

The residents be consulted during the formulation of those solutions.

The residents are kept informed about the progress and execution of those solutions.

Email correspondences:

----- Forwarded Message -----

From: Rob Sanders <Rob.Sanders@cityofwoodland.org>

To: "homerperez@aol.com" <homerperez@aol.com>; "felix.castillo@wjusd.org" <felix.castillo@wjusd.org>; "lwhoppin@pacbell.net" <lwhoppin@pacbell.net>; "lsmtz@sbcglobal.net"

<lsmtz@sbcglobal.net>; "John.Morelli@wjusd.org"

<John.Morelli@wjusd.org>

Cc: "Barajasa23@yahoo.com" <Barajasa23@yahoo.com>; Greg Meyer

<Greg.Meyer@cityofwoodland.org>; Cathy Haynie <Cathy.Haynie@cityofwoodland.org>; Elle Murphy <Elle.Murphy@cityofwoodland.org>

Sent: Wed, August 18, 2010 7:07:05 AM

Subject: Clark Field

All, City staff was made aware of an issue at last month's Parks & Recreation Commission meeting regarding league participants accessing private property adjacent to Clark Field to retrieve foul balls. Area residents stated that individuals will search through their bushes and shrubs, and even go as far as entering into their backyards looking for foul balls that had been inadvertently hit out of the park. I realize there's a cost associated with replacing lost baseballs, but this does not justify league participants accessing neighboring property without permission from the homeowner; several of these homeowners even expressed concern over their safety due to uninvited individuals roaming their property late a night.

Furthermore, it's inevitable that under the field's current configuration that we will continue to have errant balls landing in areas outside of the ballpark. Because of this, we are looking into ways to modify the fencing down the baselines to help control the wayward flight of the balls; unfortunately funding such a project can be difficult. Until there's a solution in hand, we ask that all league participants utilizing Clark Field respect the area residents by not accessing their property searching for lost balls; this is just a matter of showing common courtesy and respect to the neighbors of Clark Field. Please discuss this issue with you prospective groups at your earliest convenience and help us in our effort to create a more harmonious atmosphere between all parties involved. Thank you.

If you have any questions or concerns please contact me at the following:

Robert Sanders

530-669-7080

mailto:robert.sanders@cityofwoodland.org

Angel Barajas ☎ barajasa23@yahoo.com

8/9/10

to Brad

Brad,

Below is the latest update from our Public Works Director over seeing our Parks Department and Rob Sanders who is the main contact on the Clark Field concern. If you have any questions please feel free in contacting me.

Have a great day.

----- Forwarded Message -----

From: Rob Sanders <Rob.Sanders@cityofwoodland.org>
To: Greg Meyer <Greg.Meyer@cityofwoodland.org>; "barajasa23@yahoo.com" <barajasa23@yahoo.com>
Cc: Elle Murphy <Elle.Murphy@cityofwoodland.org>; Eric Dexter <Eric.Dexter@cityofwoodland.org>
Sent: Mon, August 9, 2010 7:14:22 PM
Subject: Re: Response to Clark Field Issues

Commissioner Barajas, Let me first apologize for not getting back to you on this issue before I departed on my vacation. As Mr. Meyer's has stated; we are currently looking into costs associated with modifying the fencing around the field which will help reduce foul balls leaving the park. I have tasked Eric Dexter with contacting a company that specializes in this type of work; we are looking for possible solutions and associated costs.

Furthermore, I collected league contact information and will be drafting an e-mail expressing the residents concerns and asking that all league participants respect area homeowners property and not retrieve balls which have inadvertently entered their yards. This issue will again be raised during the league meeting in December. I will copy you on my e-mail to the league and update you when I have more information on the fencing.

From: Greg Meyer
To: barajasa23@yahoo.com <barajasa23@yahoo.com>
Cc: Rob Sanders; Elle Murphy
Sent: Mon Aug 09 16:39:27 2010
Subject: Response to Clark Field Issues

Dear Mr. Barajas,

I do not know if Rob has had a chance to speak with the Little League teams yet, but we did speak last week about the backstop issue. When I spoke to Rob about this, Parks staff was trying to get an estimate on the costs of making both temporary and permanent changes to the backstop screen to help solve the problem. I've not heard anything more at this time. Because Rob is the main contact on this issue, and he is currently on vacation, I don't expect to know anything before Friday at the earliest. In our current financial situation, it could be a while before we can finance the repairs/additions. City staff has some ideas about this, but that too will have to wait for Rob's return so we can provide a coordinated response.

In the meantime, if they feel it is necessary, those who feel they have suffered damage should file a claim in the City Finance Department, and if they want to stop people from entering their yard, especially their backyard, they may need to report the event to the Police Department.

In the meantime, we will continue to pursue solutions.

Gregor G. Meyer, Public Works Director

City of Woodland

655 N. Pioneer Ave

Woodland, CA 95776

1-530-661-5953 - Office

Greg.Meyer@cityofwoodland.org

From: Angel Barajas [mailto:barajasa23@yahoo.com]

Sent: Thursday, August 05, 2010 9:52 PM

To: Elle Murphy

Subject: Clark Field issue

Elle,

Has Rob Sanders been able to speak with the little league teams, Friends of Clark field, and gather any other information pertinent to what is and can be done for netting in regards to the Clark field issue?

We told the residents at our last meeting that we were going to get back to them this week.

thanks

--

Brad Townsley

PhD student, Sinha Lab

2237 Life Science Building

Section of Plant Biology

University of California, Davis

Davis, CA 95616

Lab: 530-754-8692
Cell: 530-908-6741







CITY OF WOODLAND
CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET

Project Name: Clark Field

Project Proponent: Dan Gentry

Project # (PPSS): PR-019

Project Manager: Parks and Recreation

MPFP:

User Department: Parks and Recreation

Funding Source(s): Fund 506 - Measure "E"

		<u>Project Costs</u>				<u>Operating Costs</u>	<u>Revenues</u>	<u>Cost Savings</u>
	Fund 506 - Measure "E"							
Prior Year Allocation	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Fiscal Year								
2009-10	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
2010-11	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
2011-12	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
2012-13	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
2013-14	\$1,300,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
2014-15	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
2015-16	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
2016-17	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
2017-18	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
2018-19	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Subtotal	<u>\$1,300,000</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
TOTAL	<u>\$1,300,000</u>							

Statement of Justification, Service Level, and Issue(s):

Justification: Parks rehabilitation projects were identified as top priority by the Parks & Recreation Commission and City Council for Measure E Park Rehabilitation Funding.

Service Level: This project will renovate an existing baseball field used by community and regional baseball organizations.

Pertinent Issue: Baseball Field is used extensively and needs to be updated to provide an adequate, safe and accessible facility. Construction will need to be coordinated with the High School baseball season.

Status: ☐ New Project ☒ Continuing Project ☐ Preliminary Budget ☐ Final Budget
☐ Construction ☐ Preliminary Design ☐ Final Design ☐ Environmental ROW

Project Description: Project includes renovation of the infield/outfield, bleachers and parking for Clark Field.

Cost Estimate By Category: Pre-Design Costs: \$26,000 Design Costs: \$117,000 Construction Costs: \$1,157,000
Other Costs: \$0 **Total:** \$1,300,000



CLAIM FOR DAMAGES TO PERSON OR PROPERTY

TO: CITY OF WOODLAND

300 First Street
Woodland, CA 95695

1. Claims for death, injury to person or to personal property must be filled out not later than six months after the occurrence. (Per Gov. Code Section 911.2)
2. Claims for damages to real property must be filled not later than one year after the occurrence.
3. Read the entire claim form, both sides, before filing.
4. See Page 2 for diagram upon which to locate place of accident.
5. This claim form must be signed on Page 2 at the bottom.
6. Attach separate sheets, if necessary, to give the full details.
SIGN EACH SHEET.

Name of Claimant: _____

Home Address: _____

City, State, Zip: _____

Business Address: _____

Give address and telephone number to which you desire notices or communications be sent regarding this claim: _____

When did DAMAGE or INJURY occur?

Date: _____ Time: _____

If Claim is for Equitable Indemnity, give date claimant was served:

Date: _____

Where did DAMAGE or INJURY occur? Describe fully, and locate on diagram on Page 2. Where appropriate, give street names and address and measurements from landmarks:

Describe in detail how the DAMAGE or INJURY occurred.

Name(s) of any employee(s) involved in the INJURY or DAMAGE:

Why do you claim the ENTITY is responsible?

Describe in detail each INJURY or DAMAGE.

CLAIM NO. _____

Claimant's Date of Birth: _____

Business Phone Number: _____

Occupation: _____

Home Phone Number: _____

Section 111 of the Medicare Medicaid & S-CHIP Extension Act requires the entity to report certain claims to the federal government. Please indicate if the claimant is: 65 years of age or older, or is receiving Social Security Disability Insurance Benefits for 24 or more months, or has End Stage Renal Disease. If yes, you may be required to provide additional information to process your claim.

YES / NO (circle one)

The amount claimed, as of the date of presentation of the claim, is computed as follows:

Damages incurred to date (exact):

Damage to Property: \$ _____
Expenses medical/hospital care: \$ _____
Loss of earnings: \$ _____
Special damages: \$ _____
General damages: \$ _____
Total Damages Incurred to date: \$ _____

Estimated prospective damages as far as known:

Future Expenses medical/hospital care: \$ _____
Future loss of earnings: \$ _____
Other prospective special damages: \$ _____
Total estimated prospective damages \$ _____

Total amount claimed as of the date of presentation of this claim: \$ _____

Was DAMAGE and/or INJURY investigated by police? _____ Please give Police Report No. _____

Were paramedics or an ambulance called? _____ Name City or ambulance _____

If injured, state name and address of doctor for your first visit. Name of Doctor: _____

Address: _____

WITNESSES TO DAMAGE OR INJURY: List all persons known to have information.

Name: _____ Address: _____ Phone: _____

Name: _____ Address: _____ Phone: _____

Name: _____ Address: _____ Phone: _____

DOCTORS AND HOSPITALS:

Hospital: _____ Address: _____ Date: _____

Doctor: _____ Address: _____ Date: _____

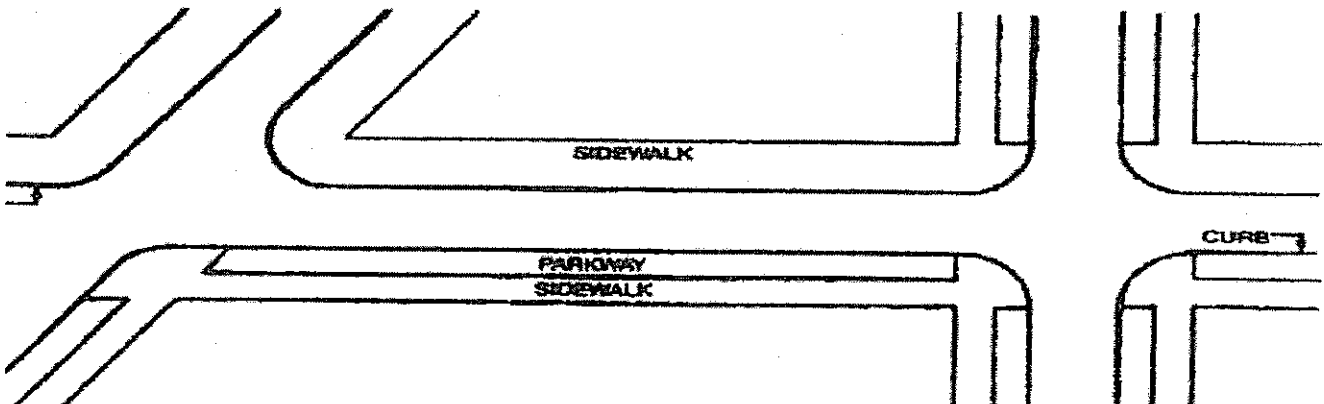
Doctor: _____ Address: _____ Date: _____

READ CAREFULLY

For all accident claims place on following diagram names of streets including North, East, South and West.

Indicate place of accident by "X" and by showing house numbers or distances to street corners.

NOTE: If the diagrams below do not fit the situation, attach hereto a proper diagram signed by the claimant.



Signature of Claimant or person filing on his/her behalf,
giving relationship to Claimant

Print Name

Date

CLAIM DEADLINES

FILING OF A CLAIM

Before a complaint for damages against a public entity or employee can be filed in court, a claim must first be filed with the entity in accordance with the Tort Claims Act, and rejected. (945.4). The claim has to be filed within six months of accrual of the cause of action. (911.2.) for purposes of the Tort Claim Act, the date of accrual is the same date on which the cause of action would accrue if there were no claims requirements (901.)

NOTICE OF INSUFFICIENCY

The public entity may give notice of the insufficiency of the claim within 20 days. Thereafter it may not act on the claim for 15 days. (910.8.)

REJECTION OF A TIMELY CLAIM

The public entity must approve or reject a timely claim within 45 days and provide written notice to the claimant. (912.4, 912.6, 913.) If a timely claim is rejected in whole or in part, the claimant may file suit for money or damages within six months after the date notice is personally delivered or deposited in the mail. (945.4; 945.6, subd. (a)(1) If the rejection is not properly noticed in accordance with section 913 however, the action may be filed in court within two years from the accrual of the cause of action. (945.6, subd. (a)(2)

REJECTION OF AN UNTIMELY CLAIM

If the entity determines that the claim was filed late, it must return the claim within 45 days from the date it was filed, along with a notice that the claimant may apply for leave to present a late claim. (911.3, 911.4)

APPLICATION FOR LEAVE TO FILE LATE CLAIM

If the claim is filed beyond the 6 months, the claimant may apply to the public entity, within a reasonable time not to exceed one year after accrual, for leave to present a late claim. (911.4.) In responding to an application for leave to present a late claim, the entity must grant or deny leave within 45 days and provide notice. (911.6, 911.8.) If the entity takes no action, the application is deemed denied on the 45th day. (911.6 (c) .)

PETITION FOR RELIEF FROM CLAIMS ACT REQUIREMENTS

If an application for leave to file a late claim is rejected by the public entity, the claimant must first obtain a court order for relief from the requirements of the Claim Act before filing a suit. (946.6.) A petition for such an order must be filed with the court within six months after the application is denied or deemed denied. (946.6, subd. (b); 911.6.) If relief is granted, a suit must be filed within 30 days of the order granting relief. (946.6 (f).)

(All references are to the California Government)



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

New Business-Action Items

Annual Council Report

Engel informed the Commission that the Commission's Presentation to Council will either be on July 3, July 19 or August 21, 2012 Council Agenda. Commissioner Groom will prepare the draft presentation for the June Commission meeting.

New Business- Information Items

New Commissioner-Enrique Fernandez

Commissioner Fernandez is a cousin of Commissioner Romero and is excited to serve on the Parks & Recreation Commission. Commissioner Fernandez stated that he may be the least experienced Commissioner and is looking forward to learning.

Old Business-Action Items

Old Business-Information Items

Budget Update

Council is scheduled for a Budget Study Session on May 22, 2012. City Manager will present to Council the present City budget.

Committee Reports

No Committee reports at this time.

Communications-Commission/Staff Statements and Requests

Engel will be absent for the June 25th Commission Meeting, Kris Bain will take Engel's place for the meeting.

Commissioner Fernandez wondered if the Commission would organize an event for May 2013, Bike Month.

Commissioner Salinas stated that Community Outreach in the Work Plan needs to be filled out with desires and goals.

Engel informed the Commission of the events being scheduled for the 4th of July, adding that staff will not be involved with the Bike Parade.

- Fun Run-Woodland Schools Foundation & Fleet Feet Sports
- Pancake Breakfast-Woodland Professional Firefighters Association
- Bike Parade-looking for someone to take over this event
- Freeman Park Family Fun Fest-Bounce A Lot Bounce Houses, La Superior, Bayside Church, and Watermelon Music
- Ice Cream Social-Senior Center Computer Club
- Free Swim-1-4 p.m.
- Fireworks-Sponsored by City of Woodland and Pioneer High School

Any help from the Commission on these events would be greatly appreciated.

Other Business (None)



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

Business Items for Next Meeting:

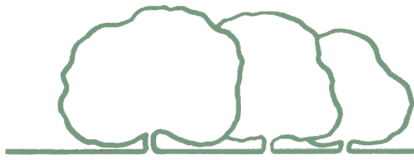
Committee Assignment
Council Annual Report-Draft
Annual Plan-Work Plan update

Next Meeting Date: June 25, 2012, 6:30 p.m.

Adjourn: meeting adjourned at 7:05 p.m.

Respectfully submitted,

Cathy Haynie, Administrative Secretary
Parks & Recreation Department



City of Woodland

RECREATION DIVISION - MONTHLY COMMISSION REPORT Jun-12

RECREATION DIVISION - BUDGET SNAPSHOT thru June 12, 2012				
Program	Budget	Expenses & Encumbrances	Balance	% Remaining
General Fund				
Parks & Recreation Admin	\$179,434.19	\$136,037.51	\$43,065.46	24.00%
Community & Senior Center	\$823,953.63	\$666,429.95	\$154,956.28	18.81%
Brooks Swim Center - Recreation	\$133,612.61	\$109,784.83	\$23,827.78	17.83%
General Recreation Programs	\$304,732.07	\$260,304.60	\$44,427.47	14.58%
Enterprise Fund				
Youth Center Enterprise	\$367,247.39	\$242,881.33	\$99,561.72	27.11%
TOTAL RECREATION BUDGET	\$1,808,979.89	\$1,415,438.22	\$365,838.71	20.22%

RECREATION DIVISION - BUDGET SNAPSHOT thru June 15, 2011				
Program	Budget	Expenses & Encumbrances	Balance	% Remaining
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 5/31/2012			
Account Title	FY12 Projection	FY12 Revenue to Date	% of Projection
RED CROSS COURSE FEE	\$ 500	\$ 2,191.00	438.20%
ADULT PARTICIPANT NON RESIDENT	\$ 3,200	\$ 810.00	25.31%
C BROOKS SWIM CTR REV	\$ 120,000	\$ 84,852.63	70.71%
SENIOR PROGRAMS REVENUE	\$ 10,000	\$ 8,528.85	85.29%
COMMUNITY SENIOR CENTER MISC	\$ 100,000	\$ 85,417.29	85.42%
COMMUNITY FITNESS CENTER	\$ 38,400	\$ 31,998.86	83.33%
COMMUNITY SPORTS PARK	\$ 100,000	\$ 123,678.41	123.68%
GENERAL RECREATION	\$ 88,480	\$ 65,063.70	73.53%
YOLANO RECREATION PRG INC	\$ 2,500	\$ 7,104.50	284.18%
ADULT REC & LEAGUE PRGMS	\$ 110,000	\$ 123,790.50	112.54%
RECREATION CONTRACTS	\$ 97,000	\$ 60,806.75	62.69%
TOTALS	\$670,080.00	\$594,242.49	88.68%

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

RECREATION DIVISION - REVENUE SNAPSHOT thru 05/31/11			
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	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	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%

Administration	TOTALS				
	Mar-12	Apr-12	May-12	YTD	Comments
General Customer Service:					
Customer Transactions	584	570	1238	6,618	
Customer Contact: Phones/Walk-in	625	721	1540	8,929	
Program Registrations	437	402	1044	4,686	
Payments processed	\$64,352.35	\$69,280.54	\$112,139.20	\$688,984.50	

Comparison					
Administration FY 10/11	Mar-11	Apr-11	May-11	YTD	Comments
General Customer Service:					
Customer Transactions	579	799	1060	7,554	
Customer Contact: Phones/Walk-in	805	925	1300	10,785	
Program Registrations	415	582	808	6,093	
Payments processed	\$45,561.35	\$166,433.59	\$178,965.48	\$807,664.02	

Highlights:

Park reservation revenue to date is \$45,213.00. We processed 82 park reservations in the month of May for revenue of \$4,999.33, after refunding 9 reservations due to rain. Of these reservations, 21 were for Jack Slaven Park and 15 for John Ferns Park, these two parks continue to be the favorites of Woodland Residents. Revenue for May 2012 is down by \$66,826.28 compared to May 2011.

YOUTH RECREATION	TOTALS				
	Mar-12	Apr-12	May-12	YTD	Comments
Maxwell Afterschool Fun Club					
Participant hours	935	473	0	6,679	
Participants	21	22	14	217	
Revenue	\$2,383.00	\$0.00	\$1,486.00	\$21,247.00	
Expenses	\$2,534.38	\$1,695.06	\$0.00	\$19,525.35	
Yolano Programs					
Participant hours	0	0	0	0	
Participants	33	58	34	475	
Revenue	\$389.00	\$377.00	\$523.00	\$5,142.30	
Expenses	\$1,260.00	\$1,260.00	\$1,260.00	\$13,860.00	
Youth Basketball League	0	0	0		
Participant hours	0	0	0	3850	YBL
Participants	0	0	0	154	0
Revenue	\$0.00	\$0.00	\$0.00	\$11,203.00	
Expenses	\$0.00	\$0.00	\$0.00	\$0.00	
STFC + recess days					
Participant hours	0	1330	0	15,910	
Participants	0	24	81	268	
Revenue	\$0.00	\$1,946.00	\$17,059.00	\$26,470.60	
Expenses	\$0.00	\$0.00	\$0.00	\$21,453.63	
YOUTH RECREATION TOTALS					
Participant hours	935	1803	0	22,589	
Participants	54	104	129	1,068	
Revenue	\$2,772.00	\$2,323.00	\$19,068.00	\$64,062.90	
Expenses	\$3,794.38	\$2,955.06	\$1,260.00	\$54,838.98	

YOUTH RECREATION FY 10/11	TOTALS				
	Mar-11	Apr-11	May-11	YTD	Comments
Maxwell Afterschool Fun Club					
Participant hours	540	1037.5	1127.5	7,720	
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					
Participant hours	0	0	0		
Participants	35	38	31	7720	
Revenue	\$125.40	\$123.00	\$83.00	\$233.00	
Expenses	\$1,260.00	\$1,260.00	\$1,260.00	\$25,969.00	
Youth Basketball League					
Participant hours	0	0	0		
Participants	0	0	0		
Revenue	\$0.00	\$0.00	\$0.00		
Expenses	\$0.00	\$0.00	\$0.00		
STFC					
Participant hours	0	0	0	72,286	
Participants	0	0	0	0	
Revenue	\$0.00	\$10,813.00	\$12,291.00	\$69,070.70	
Expenses	\$0.00	\$0.00	\$0.00	\$34,805.22	
YOUTH RECREATION TOTALS					
Participant hours	540	1037.5	1127.5	78,879	
Participants	55	65	61	665	
Revenue	\$2,398.40	\$13,824.00	\$19,165.20	\$87,096.10	
Expenses	\$3,587.81	\$2,886.06	\$3,954.75	\$74,165.41	
Highlights:					
We have awarded 22 Fun Club Camperships! This provides a \$200 voucher to be used for the Summertime Fun Club program. Only eight more left!					

CONTRACT RECREATION	TOTALS				
	Mar-12	Apr-12	May-12	YTD	Comments
Special Interest Classes					
Participant hours	419.5	451.66	0	18,464	
Participants	67	83	0	1,230	
Revenue	\$5,554.90	\$5,136.50	\$14,967.70	\$56,936.90	
Expenses	\$1,302.00	\$2,044.70	\$0.00	\$23,497.10	

CONTRACT RECREATION	TOTALS				
	Mar-11	Apr-11	May-11	YTD	
Special Interest Classes					
Participant hours	567	561.66	3585.83	33,498	
Participants	103	93	334	1,959	
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:					

AQUATICS	TOTALS				
	Mar-12	Apr-12	May-12	YTD	Comments
Adult Aquatic Exercise					
Participant hours	138	151	0	1,487	
Participants	92	101	0	983	
Revenue	\$999.00	\$706.00	\$2,533.00	\$13,447.00	
Expenses	\$1,347.00	\$2,123.00	\$0.00	\$11,658.50	
Recreational Swim Team					
Participant hours	0	0	0	3,591	Registration open
Participants	37	19	19	150	
Revenue	\$3,985.00	\$2,270.00	\$2,335.00	\$9,905.00	
Expenses	\$0.00	\$1,188.00	\$0.00	\$1,974.00	
Swim Lessons					
Participant hours	0	0	0	0	
Participants	95	126	447	1278	Registration open
Revenue	\$3,765.00	\$5,812.00	\$17,052.50	\$39,057.20	
Expenses	\$0.00	\$0.00	\$0.00	\$17,778.00	
Public swim					
Participant hours	0	0	0	38,133	Closed
Participants	0	0	0	12,737	
Revenue	\$0.00	\$0.00	\$0.00	\$0.00	
Expenses	\$0.00	\$0.00	\$0.00	\$10,284.00	
AQUATICS TOTALS					
Participant hours	138	151	0	43,211	
Participants	224	246	466	2,270	
Revenue	\$8,749.00	\$8,788.00	\$21,920.50	\$62,409.20	
Expenses	\$1,347.00	\$3,311.00	\$0.00	\$41,694.50	

AQUATICS FY 10/11	Totals				
	Mar-11	Apr-11	May-11	YTD	Comments
Adult Aquatic Exercise					
Participant hours	171	228	268	71,422	
Participants	114	148	179	11,761	
Revenue	\$833.00	\$1,616.50	\$1,111.00	\$18,785.50	
Expenses	\$1,270.00	\$1,185.00	\$1,881.00	\$11,240.00	
Recreational Swim Team					
Participant hours	0	675	1140	19,941	Registration open
Participants	0	45	57	159	Swim team starts 4/1
Revenue	\$0.00	\$3,795.00	\$1,495.00	\$21,497.67	Ends 7/31
Expenses	\$0.00	\$1,320.00	\$588.00	\$10,886.00	
Swim Lessons					
Participant hours	0	0	0	9,114	
Participants	0	184	302	715	Registration open
Revenue	\$0.00	\$9,080.00	\$12,024.00	\$36,090.85	Lessons begin 6/11
Expenses	\$0.00	\$0.00	\$0.00	\$9,536.00	
Public swim					
Participant hours	0	0	0	32,603	Closed
Participants	0	0	0	8,135	
Revenue	\$0.00	\$0.00	\$0.00	\$6,358.85	
Expenses	\$0.00	\$0.00	\$0.00	\$14,625.00	
AQUATICS TOTALS					
Participant hours	171	903	1408	133,080	
Participants	114	377	538	3,945	
Revenue	\$833.00	\$14,491.50	\$14,630.00	\$82,732.87	
Expenses	\$1,270.00	\$2,505.00	\$2,469.00	\$46,287.00	

Highlights:

Registration has started for Woodland Wreckers and Swim Lesson.

ADULT SPORTS	TOTALS				Comments
	Mar-12	Apr-12	May-12	YTD	
Softball					
Participant hours	0	0	11760	34,720	
Participants	0	0	1176	3,472	
Revenue	\$10,787.00	\$0.00	\$40,065.00	\$108,157.00	
Direct Expenses	\$0.00	\$0.00	\$32,691.00	\$87,500.00	
Basketball					
Participant hours	0	0	0	1,701	
Participants	0	96	0	530	
Revenue	\$0.00	\$3,040.00	\$0.00	\$17,891.00	
Expenses	\$0.00	\$0.00	\$0.00	\$1,860.00	
Senior Basketball					
Participant hours	0	0	0	1,288	
Participants	0	0	0	368	
Revenue	\$0.00	\$0.00	\$0.00	\$7,026.00	
Expenses	\$0.00	\$0.00	\$0.00	\$2,567.00	
Volleyball					
Participant hours	0	0	0	783	
Participants	0	0	0	261	
Revenue	\$0.00	\$0.00	\$0.00	\$3,075.00	
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					
Participant hours	318	255	0	7,539	
Participants	106	85	0	954	
Revenue	\$318.00	\$255.00	\$294.00	\$3,186.00	
Expenses	\$0.00	\$0.00	\$0.00	\$0.00	
ADULT SPORTS TOTALS					
Participant hours	318	255	11760	35,503	
Participants	106	181	1176	4,545	
Revenue	\$11,105.00	\$3,295.00	\$40,359.00	\$132,309.00	
Expenses	\$0.00	\$0.00	\$32,691.00	\$92,380.00	
Highlights:					
Summer softball league begins June 11. The summer season is playing with 88 teams, down 10 teams from summer 2011.					

ADULT SPORTS TOTALS	TOTALS				
	Mar-11	Apr-11	May-11	YTD	Comments
Expenses	0	0	8216	18,954	
Participants	0	0	1027	3,146	
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	5,916	
Participants	130	390	397	0	
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	6,340	
Participants	121	121	121	0	
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	
Participants	0	0	0	0	
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	\$204.00	\$135.00		
ADULT SPORTS TOTALS					
Participant hours	1575	1595	10530	33,117	
Participants	251	511	1545	6,915	
Revenue	\$5,139.00	\$10,149.00	\$41,041.00	\$179,300.00	
Expenses	\$2,076.80	\$2,355.40	\$27,851.00	\$94,757.00	

SENIOR CENTER	TOTALS				
	Mar-12	Apr-12	May-12	YTD	Comments
Programs & Activities					
# offered	28	29	29	321	
# of Participants	1912	1798	1820	18,108	
Revenue	\$1,640.95	\$400.00	\$1,369.00	\$8,818.93	

SENIOR CENTER FY 10/11	TOTALS				
	Mar-11	Apr-11	May-11	YTD	
Programs & Activities					
# offered	29	33	37	269	
# of Participants	1690	1245	1278	15,826	
Revenue	\$2,069.42	\$327.00	\$489.00	\$7,054.95	

Highlights:

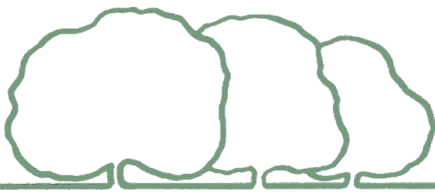
Looking into program development and finding new programs to offer seniors. We also need to find collaborative groups to work with for programs.

Facility Rentals	TOTALS				
	Mar-12	Apr-12	May-12	YTD	Comments
Community & Senior Center					
PAID EVENTS	0				
# of Events	20	10	16	91	
# of Participants	3460	1160	1910	11,415	
Revenue	\$17,484.50	\$11,455.54	\$11,177.54	\$96,701.58	
CITY-SPONSORED EVENTS					
# of Events	20	13	20	155	
# of Participants	812	646	799	8,729	
Waived revenue	\$20,620.50	\$6,197.50	\$19,252.46	\$103,628.08	
Sports Park					
# of Tournament resevs.	6	5	5	38	
# of user groups	6	6	6	52	
Revenue	\$7,387.50	\$7,500.00	\$8,735.00	\$162,218.46	
Charles Brooks Swim Center					
# of Tournament resevs.	7	0	0	22	
# of user groups	0	0	0	4	
Revenue	\$11,132.00	\$0.00	\$0.00	\$42,523.20	

FACILITY RENTALS FY 10/11	TOTALS				
	Mar-11	Apr-11	May-11	YTD	
Community & Senior Center					
PAID EVENTS					
# of Events	10	8	14	191	
# of Participants	1070	425	1330	10,648	
Revenue	\$8,936.10	\$20,496.10	\$54,963.53	\$190,326.45	
CITY-SPONSORED EVENTS					
# of Events				119	
# of Participants	549	1004	495	8,342	
Waived revenue	\$19,774.10	\$12,765.00	\$4,565.00	\$155,322.03	
Sports Park					
Field reservations					
# of Tournament resevs.	4	4	2	17	
# of user groups	4	4	4	86	
Revenue	\$9,600.00	\$65,625.00	\$5,560.00	\$194,087.66	

Highlights:

The Sports Park is booked every night of the week with Little League, Cal Ripken, Senior Softball, WSC, DASA and YCASL through June 15, 2012. This is In addition to the weekend tournaments.



City of Woodland

RECREATION DIVISION - MONTHLY COMMISSION REPORT

Jul-12

RECREATION DIVISION - BUDGET SNAPSHOT thru 7/16/12				
Program	Budget	Expenses & Encumbrances	Balance	% Remaining
General Fund				
Parks & Recreation Admin	\$179,434.19	\$147,786.36	\$31,647.83	17.64%
Community & Senior Center	\$823,953.63	\$718,429.82	\$104,024.73	12.63%
Brooks Swim Center - Recreation	\$133,612.61	\$130,001.96	\$3,610.65	2.70%
General Recreation Programs	\$304,732.07	\$278,846.67	\$25,885.40	8.49%
Enterprise Fund				
Youth Center Enterprise	\$367,247.39	\$274,775.09	\$68,887.79	18.76%
TOTAL RECREATION BUDGET	\$1,808,979.89	\$1,549,839.90	\$234,056.40	12.94%

RECREATION DIVISION - BUDGET SNAPSHOT thru 07/20/11				
Program	Budget	Expenses & Encumbrances	Balance	% Remaining
General Fund				
Parks & Recreation Admin	\$ 179,255.01	\$ 142,118.08	\$ 37,136.93	20.72%
Community & Senior Center	\$ 729,731.32	\$ 705,472.85	\$ 24,258.47	3.32%
Brooks Swim Center - Recreation	\$ 134,813.18	\$ 134,732.35	\$ 80.83	0.06%
General Recreation Programs	\$ 342,099.75	\$ 301,961.03	\$ 40,138.72	11.73%
Enterprise Fund				
Youth Center Enterprise	\$ 327,952.28	\$ 278,253.35	\$ 49,698.93	15.15%
TOTAL RECREATION BUDGET	\$ 1,713,851.54	\$ 1,562,537.66	\$ 151,313.88	8.83%

RECREATION DIVISION - REVENUE SNAPSHOT thru 6/30/2012			
Account Title	FY12 Projection	FY12 Revenue to Date	% of Projection
RED CROSS COURSE FEE	\$ 500	\$ 2,191.00	438.20%
ADULT PARTICIPANT NON RESIDENT	\$ 3,200	\$ 1,200.00	37.50%
C BROOKS SWIM CTR REV	\$ 120,000	\$ 104,390.63	86.99%
SENIOR PROGRAMS REVENUE	\$ 10,000	\$ 9,744.85	97.45%
COMMUNITY SENIOR CENTER MISC	\$ 100,000	\$ 96,677.29	96.68%
COMMUNITY FITNESS CENTER	\$ 38,400	\$ 35,646.58	92.83%
COMMUNITY SPORTS PARK	\$ 100,000	\$ 148,605.91	148.61%
GENERAL RECREATION	\$ 88,480	\$ 93,536.30	105.71%
YOLANO RECREATION PRG INC	\$ 2,500	\$ 7,830.50	313.22%
ADULT REC & LEAGUE PRGMS	\$ 110,000	\$ 128,881.80	117.17%
RECREATION CONTRACTS	\$ 97,000	\$ 74,005.65	76.29%
TOTALS	\$670,080.00	\$702,710.51	104.87%

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

RECREATION DIVISION - REVENUE SNAPSHOT thru 07/20/11			
Account Title	FY11 Projection	FY11 Revenue to Date	% of Projection
RED CROSS COURSE FEE	\$4,400.00	\$2,480.00	56.36%
ADULT PARTICIPANT NON RESIDENT	\$5,500.00	\$68.00	1.24%
C BROOKS SWIM CTR REV	\$96,000.00	\$96,180.60	100.19%
SENIOR PROGRAMS REVENUE	\$8,400.00	\$12,004.27	142.91%
COMMUNITY SENIOR CENTER MISC	\$125,000.00	\$93,309.52	74.65%
COMMUNITY FITNESS CENTER	\$38,400.00	\$36,182.65	94.23%
COMMUNITY SPORTS PARK*	\$82,000.00	\$68,376.98	83.39%
GENERAL RECREATION	\$88,480.00	\$72,625.40	82.08%
YOLANO RECREATION PRG INC	\$6,500.00	\$3,134.60	48.22%
ADULT REC & LEAGUE PRGMS*	\$134,000.00	\$159,941.00	119.36%
RECREATION CONTRACTS	\$92,500.00	\$117,847.74	127.40%
TOTALS	\$681,180.00	\$662,150.76	97.21%

Administration	TOTALS				
	Apr-12	May-12	Jun-12	YTD	Comments
General Customer Service:					
Customer Transactions	570	1238	989	7,607	
Customer Contact: Phones/Walk-in	721	1540	1202	10,131	
Program Registrations	402	1044	758	5,444	
Payments processed	\$69,280.54	\$112,139.20	\$96,598.90	\$779,342.26	

Comparison					
Administration FY 10/11	Mar-11	Apr-11	May-11	YTD	Comments
General Customer Service:					
Customer Transactions	579	799	1060	8,626	
Customer Contact: Phones/Walk-in	805	925	1300	12,205	
Program Registrations	415	582	808	6,871	
Payments processed	\$45,561.35	\$166,433.59	\$178,965.48	\$884,340.82	

Highlights:

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YOUTH RECREATION	TOTALS				
	Apr-12	May-12	Jun-12	YTD	Comments
Maxwell Afterschool Fun Club					
Participant hours	473	940	200	7,819	
Participants	22	22	17	242	
Revenue	\$2,020.00	\$1,486.00	\$882.00	\$24,149.00	
Expenses	\$1,695.06	\$1,692.69	\$1,637.00	\$22,855.04	
Yolano Programs					
Participant hours	0	0	0	0	
Participants	58	34	50	525	
Revenue	\$377.00	\$523.00	\$380.40	\$5,522.70	
Expenses	\$1,260.00	\$1,260.00	\$1,260.00	\$15,120.00	

Youth Basketball League					
Participant hours	0	0	0	3,850	YBL
Participants	0	0	0	154	
Revenue	\$0.00	\$0.00	\$0.00	\$11,203.00	
Expenses	\$0.00	\$0.00	\$0.00	\$0.00	
STFC + recess days					
Participant hours	13	0	11475	26,068	
Participants	20	0	170	353	
Revenue	\$1,946.00	\$17,059.00	\$12,259.40	\$38,730.00	
Expenses	\$1,098.88	\$0.00	\$8,960.31	\$31,512.82	
YOUTH RECREATION TOTALS					
Participant hours	486	940	11675	33,887	
Participants	100	56	237	1,228	
Revenue	\$4,343.00	\$19,068.00	\$13,521.80	\$79,604.70	
Expenses	\$4,053.94	\$2,952.69	\$11,857.31	\$69,487.86	

YOUTH RECREATION FY 10/11	TOTALS				
	Apr-11	May-11	Jun-11	YTD	Comments
Maxwell Afterschool Fun Club					
Participant hours	1037.5	1127.5	352.5	8,073	
Participants	27	30	24	257	
Revenue	\$2,888.00	\$2,772.00	\$1,294.00	\$27,263.00	
Expenses	\$1,626.06	\$2,694.75	\$1,805.63	\$22,726.03	
Yolano Programs					
Participant hours	0	0	0	0	
Participants	38	31	51	590	
Revenue	\$123.00	\$83.00	\$383.00	\$3,178.40	
Expenses	\$1,260.00	\$1,260.00	\$1,260.00	\$15,120.00	
Youth Basketball League					
Participant hours	0	0	0	2,260	YBL
Participants	0	0	0	339	
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	72,286	
Participants	0	0	0	0	
Revenue	\$10,813.00	\$12,291.00	\$14,941.00	\$84,011.70	
Expenses	\$0.00	\$0.00	\$0.00	\$34,805.22	
YOUTH RECREATION TOTALS					
Participant hours	1037.5	1127.5	352.5	80,359	
Participants	65	61	75	801	
Revenue	\$13,824.00	\$19,165.20	\$16,618.00	\$118,860.10	
Expenses	\$2,886.06	\$3,954.75	\$3,065.63	\$76,918.52	
Highlights:					
Summertime Fun Club has 170 kids registered, a 9% increase from last year!					

CONTRACT RECREATION	TOTALS				
	Apr-12	May-12	Jun-12	YTD	Comments
Special Interest Classes					
Participant hours	451.66	667.58	1049	20,181	
Participants	Mar-00	Apr-00	May-00	1,445	
Revenue	\$5,136.50	\$14,967.70	\$26,303.00	\$83,239.90	
Expenses	\$2,044.70	\$1,985.20	\$3,446.45	\$28,928.75	

CONTRACT RECREATION	TOTALS				
	Apr-11	May-11	Jun-11	YTD	Comments
Special Interest Classes					
Participant hours	561.66	3585.83	719.33	34,217	
Participants	93	334	100	2,059	
Revenue	\$3,205.80	\$15,444.05	\$3,943.80	\$102,154.04	
Expenses	\$2,286.90	\$10,581.73	\$2,713.90	\$69,288.28	
Highlights:					

AQUATICS	TOTALS				
	Apr-12	May-12	Jun-12	YTD	Comments
Adult Aquatic Exercise					
Participant hours	151	216	226	1,929	
Participants	101	144	151	1,278	
Revenue	\$706.00	\$2,533.00	\$731.00	\$14,178.00	
Expenses	\$2,123.00	\$490.00	\$2,745.00	\$14,893.50	
Recreational Swim Team					
Participant hours	0	0	0	3,591	Registration open
Participants	19	19	89	239	
Revenue	\$2,270.00	\$2,335.00	\$550.00	\$10,455.00	
Expenses	\$1,188.00	\$1,197.00	\$2,645.00	\$5,816.00	
Swim Lessons					
Participant hours	0	0	0	0	
Participants	126	447	318	1,596	Registration open
Revenue	\$5,812.00	\$17,052.50	\$13,244.50	\$52,301.70	
Expenses	\$0.00	\$0.00	\$0.00	\$17,778.00	
Public swim					
Participant hours	0	0	30042	68,175	open
Participants	0	0	10014	22,751	
Revenue	\$0.00	\$0.00	\$0.00	\$0.00	
Expenses	\$0.00	\$0.00	\$4,956.00	\$15,240.00	
AQUATICS TOTALS					
Participant hours	151	216	30268	73,695	
Participants	246	610	558	2,972	
Revenue	\$8,788.00	\$21,920.50	\$14,525.50	\$76,934.70	
Expenses	\$3,311.00	\$1,687.00	\$10,346.00	\$53,727.50	

AQUATICS FY 10/11	Totals				
	Apr-11	May-11	Jun-11	YTD	Comments
Adult Aquatic Exercise					
Participant hours	228	268	1093.5	71,422	
Participants	148	179	729	11,761	
Revenue	\$1,616.50	\$1,111.00	\$1,574.50	\$18,785.50	
Expenses	\$1,185.00	\$1,881.00	\$0.00	\$11,240.00	
Recreational Swim Team					
Participant hours	675	1140	3591	19,941	
Participants	45	57	57	159	
Revenue	\$3,795.00	\$1,495.00	\$1,183.00	\$21,497.67	
Expenses	\$1,320.00	\$588.00	\$1,980.00	\$10,886.00	
Swim Lessons					
Participant hours	0	0	916	9,114	
Participants	184	302	229	715	
Revenue	\$9,080.00	\$12,024.00	\$8,840.00	\$36,090.85	
Expenses	\$0.00	\$0.00	\$0.00	\$9,536.00	

Public swim					
Participant hours	0	0	24405	32,603	
Participants	0	0	8135	8,135	
Revenue	\$0.00	\$0.00	\$212.00	\$6,358.85	Friday night swim revenue, public swim free
Expenses	\$0.00	\$0.00	\$5,089.00	\$14,625.00	
AQUATICS TOTALS					
Participant hours	903	1408	30005.5	133080.3	
Participants	377	538	1015	3945	
Revenue	\$14,491.50	\$14,630.00	\$11,809.50	\$82,732.87	
Expenses	\$2,505.00	\$2,469.00	\$7,069.00	\$46,287.00	
Highlights:					
ADULT SPORTS	TOTALS				
	Apr-12	May-12	Jun-12	YTD	Comments
Softball					
Participant hours	0	11760	0	34,720	
Participants	0	1176	0	3,472	
Revenue	\$0.00	\$40,065.00	\$975.00	\$109,132.00	
Direct Expenses	\$0.00	\$32,691.00	\$0.00	\$87,500.00	
Basketball					
Participant hours	0	396	404	2,501	
Participants	96	99	101	730	
Revenue	\$3,040.00	\$0.00	\$0.00	\$17,891.00	
Expenses	\$0.00	\$0.00	\$0.00	\$1,860.00	
Senior Basketball					
Participant hours	0	0	0	1,288	
Participants	0	0	0	368	
Revenue	\$0.00	\$0.00	\$0.00	\$7,026.00	
Expenses	\$0.00	\$0.00	\$0.00	\$2,567.00	
Volleyball					
Participant hours	240	60	0	1,383	
Participants	60	60	0	501	
Revenue	\$0.00	\$0.00	\$0.00	\$3,075.00	
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					
Participant hours	255	294	423	8,256	
Participants	85	98	141	1,193	
Revenue	\$255.00	\$294.00	\$423.00	\$3,609.00	
Expenses	\$0.00	\$0.00	\$0.00	\$0.00	
ADULT SPORTS TOTALS					
Participant hours	495	12510	827	37,620	
Participants	241	1433	242	5,224	
Revenue	\$3,295.00	\$40,359.00	\$1,398.00	\$133,707.00	
Expenses	\$0.00	\$32,691.00	\$0.00	\$92,380.00	
Highlights:					
Summer softball league began June 11. The summer season is playing with 88 teams, down 10 teams from summer 2011.					

ADULT SPORTS TOTALS	TOTALS				
	Apr-11	May-11	Jun-11	YTD	Comments
Softball					
Participant hours	0	8216	0	18,954	
Participants	0	1027	0	3,146	
Revenue	\$7,869.00	\$40,851.00	\$0.00	\$128,051.00	
Expenses	\$0.00	\$25,187.00	\$0.00	\$62,197.00	
Basketball					
Participant hours	540	1588	0	5,916	
Participants	390	397	0	1,535	
Revenue	\$2,280.00	\$0.00	\$0.00	\$20,127.00	
Expenses	\$1,213.00	\$2,209.00	\$0.00	\$13,300.90	
Volleyball					
Participant hours	1055	726	0	6,340	
Participants	121	121	0	697	
Revenue	\$0.00	\$0.00	\$0.00	\$6,975.00	
Expenses	\$938.40	\$320.00	\$0.00	\$4,003.10	
Dodgeball					
Participant hours	0	0	0	825	
Participants	0	0	0	160	
Revenue	\$0.00	\$0.00	\$0.00	\$1,290.00	
Expenses	\$0.00	\$0.00	\$0.00	\$436.00	
Open Gym					
Participant hours	0	0	0	0	
Participants	0	0	0	911	
Revenue	\$0.00	\$190.00	\$0.00	\$3,672.00	
Expenses	\$204.00	\$135.00	\$300.00	\$639.00	Open Gym Volleyball
ADULT SPORTS TOTALS					
Participant hours	1595	10530	0	33,117	
Participants	511	1545	0	6,915	
Revenue	\$10,149.00	\$41,041.00	\$0.00	\$179,300.00	
Expenses	\$2,355.40	\$27,851.00	\$300.00	\$95,057.00	

SENIOR CENTER	TOTALS				
	Apr-12	May-12	Jun-12	YTD	Comments
Programs & Activities					
# offered	29	29	30	351	
# of Participants	1798	1820	1748	19,856	
Revenue	\$400.00	\$1,369.00	\$494.50	\$9,313.43	

SENIOR CENTER FY 10/11	TOTALS				
	Apr-11	May-11	Jun-11	Fiscal YTD	
Programs & Activities					
# offered	33	37	33	302	
# of Participants	\$1,245.00	\$1,278.00	\$1,442.00	\$17,268.00	
Revenue	\$327.00	\$489.00	\$356.00	\$7,410.95	

Highlights:

New program, Yoga is a hit. New seniors are coming to the program. The program has 35 attending each week.

Facility Rentals	TOTALS				
	Apr-12	May-12	Jun-12	YTD	Comments
Community & Senior Center					
PAID EVENTS	0	0	0		
# of Events	10	16	10	101	
# of Participants	1160	1910	712	12,127	
Revenue	\$11,455.54	\$11,177.54	\$9,255.00	\$105,956.58	
CITY-SPONSORED EVENTS					
# of Events	13	20	14	169	
# of Participants	646	799	778	9,507	
Waived revenue	\$6,197.50	\$19,252.46	\$6,822.50	\$110,450.58	
Sports Park					
	0	0	0		
# of Tournament resevs.	5	5	4	38	
# of user groups	6	6	6	52	
Revenue	\$7,500.00	\$8,735.00	\$18,627.00	\$180,845.46	
Charles Brooks Swim Center					
	0	0	0		
# of Tournament resevs.	0	0	1	23	
# of user groups	0	0	0	4	
Revenue	\$0.00	\$0.00	\$1,305.00	\$43,828.20	

FACILITY RENTALS FY 10/11	TOTALS				
	Apr-11	May-11	Jun-11	YTD	Comments
Community & Senior Center					
PAID EVENTS					
# of Events	8	14	12	203	
# of Participants	425	1330	1467	12,115	
Revenue	\$20,496.10	\$54,963.53	\$8,916.00	\$199,242.45	
CITY-SPONSORED EVENTS					
# of Events	14	10	13	132	
# of Participants	1004	495	952	9,294	
Waived revenue	\$12,765.00	\$4,565.00	\$9,348.90	\$164,670.93	
Sports Park					
Field reservations	0	0	0	0	
# of Tournament resevs.	4	2	4	23	
# of user groups	4	4	0	90	
Revenue	\$65,625.00	\$5,560.00	\$9,775.00	\$209,422.66	\$100,000 was adult softball

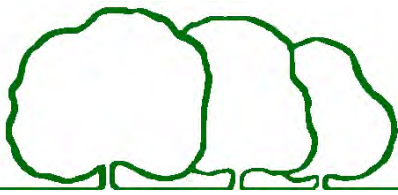
Highlights:

City Sponsored/Fee Waived events totaled \$110,450.58 for FY 11/12 compared to \$164,670.93 for FY 10/11. Revenue in FY 11/12 was \$105,956.58 and FY 10/11 was \$199,242.45.

Almost all of the Club/Leagues have paid their bills for the Spring 2012 season and are paying their deposits for the next season of play.

Field requests are being processed for the user groups at the Sports Park. With the limited number of fields at the Sports Park, we are unable to meet all the requests for practice times, but are able to meet the game needs for all the groups.

Their continues to be use available on all Sports Park fields Monday-Friday from 8-5 that is not being used. Staff is working on possibilities of offering discounted rental rates or other insentives to book the fields during these times.



Parks and Recreation Commission Communication

AGENDA ITEM

SUBJECT: Monthly Parks Report

DATE: June 25, 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.

1. ***Slaven Park Water Feature*** -The water feature has experienced a few small glitches due to poor flow and chemical feed line issues. Staff was able to respond promptly and make all necessary repairs.
2. ***Ferns Park Water Feature*** – The water feature had a new drain line installed which now puts us into compliance with State discharge regulations; the feature is now fully functional and working flawlessly. Some minor concrete work will still need to be performed in the up coming weeks to address ponding issues, but this should only cause the site to be closed for a few days.
3. ***Ferns and Klenhard Park*** - Two storage sheds are being constructed for both Ferns and Klenhard Parks. The Ferns Park shed will be utilized to store one of our two new Gators while the Klenhard Park shed will be utilized by the Cal Ripken baseball group to house their onsite maintenance equipment.

- **Clark Field**

Clark Field Improvements- The new chain linked fence needed to encompass the flag pole and scoreboard has been installed. There was also sufficient funds left in the FY12 budget to allow us to purchase much needed replacement boards for the ballfield bleachers. The installment of the boards will be facilitated by the Clark Field Users Group.

- **Brooks Pool**

Swim Season – Brooks Pool continues to be full of activity, with public swim starting on June 12th. The pool also continues to host water polo events with great success.

- **Cemetery**

1. ***Internments*** – There were no internments for the month of May.

2. ***Sales*** - There were \$4,060 in sales for the month of May.

3. ***Operations***

- Temporary staff dedicated their time to mowing, string trimming, and general clean-up of the site.
- Staff has continued herbicide spraying this month which was applied in several locations, including raised lots.

Snapshot of Parks Primary Budgets through 6/19/12

Fund Source	Beginning Balance	Expenditures & Encumbrances	Remaining Balance	% Remaining
Brooks Swim Center	\$253,676.64	\$217,581.12	\$36,095.44	14.23
Cemetery	\$305,000.45	\$231,148.38	\$73,851.30	24.21
Gateway LLD	\$15,397.03	\$5,721.15	\$9,675.00	62.84
General Fund Parks	\$943,630.66	\$642,960.68	\$300,669.98	31.86
Gibson Ranch LLD	\$530,712.48	\$363,531.92	\$167,180.56	31.50
Spring Lake LLD	\$414,569.71	\$249,539.03	\$165,030.68	39.81
Sports Park	\$218,126.38	\$174,236.68	\$43,889.70	20.12
Urban Forestry	\$281,141.66	\$244,911.99	\$36,229.67	12.89

- **Cyclical Pruning of Street Trees in City Right-Of-Way (ROW)**

None to report.

- **Service Requests / Work Orders**

Currently there are 287 attached work orders and 262 unattached work orders that are open and waiting to be processed.

- **Merit/Imidacloprid**

This project is nearing completion; staff had to interrupt this project to clean up all the debris generated by the wind storms that we experienced over the past few weeks. The project is now scheduled to be finished by the end of June.

- **Tree Removals**

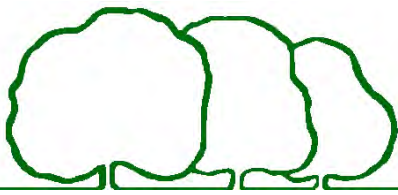
1. At this time large tree removals have been put on hold due to limited personnel. Trees found to pose an immediate hazard will be assessed and removed.
2. For calendar year 2012, the UFG has removed 40 trees of various sizes. The following trees were removed in the past month, due to imminently hazardous conditions, vandalism, or the tree being in poor health:

<u>Location</u>	<u>Tree Species</u>	<u>Reason</u>
750 W. South Wood Dr.	1 Red Oak	Dead
128 Court St.	1 Redbud	Dead
151 Cleavland	1 Chinese Pistache	Main stem failure
618 Court St.	1 Purple Robe	Main stem failure
1727 Farnham Ave.	1 Flowering Pear	Main stem failure
711 Main St.	1 Chinese Pistache	Poor Structure
509 Clover St.	1 Purple Robe	Main stem failure

Respectfully submitted,

Gregory G Meyer
Public Works Director

Prepared By: Westley Schroeder, Acting
Parks Supervisor and Rob Sanders,
PW Infrastructure Superintendent



Parks and Recreation Commission Communication

AGENDA ITEM

SUBJECT: Monthly Parks Report

DATE: July 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.

1. ***Slaven Park Water Feature*** -The water feature has experienced a few small glitches due to poor flow and chemical feed line issues. Staff was able to respond promptly and make all necessary repairs.

Ferns Park – The water feature and all drinking fountains have been shut off due to a water quality issue with the City’s water distribution well located at Ferns Park. The well has been taken off the system and is being pumped to waste; this flushing of the system is being done to help reduce the nitrate levels that are hovering very close to the States maximum allowance. Being that the parks water comes directly off this well; the water pressure is now too low to operate the water feature or irrigation lines. The park is being irrigated about once every three to four days which is causing notable stress to the lawn.

Furthermore, the water feature at Ferns Park has had a new drain line installed, which puts us into compliance with the State discharge regulations, as well as having some minor concrete work done to address ponding issues around the site.

2. ***Ferns and Klenhard Park*** - Two storage sheds have been constructed for both Ferns and Klenhard Parks. The Ferns Park shed will be utilized to store one of our two new Gators while the Klenhard Park shed will be utilized by the Cal Ripken baseball group to house their onsite maintenance equipment.
3. ***Community Center/ Dog Park*** - The Dog Park has seen some heavy wear along the dividing fence between the large and small dog areas. Staff hired a contractor to install a strip of concrete along the fencing to abate the extensive wear that was occurring along the fence line. Additionally, sections of new sod have been placed on some other high wear areas as well.

- **Clark Field**

Clark Field Improvements- The new chain link fence needed to encompass the flag pole and scoreboard has been installed. There were also sufficient funds left in the FY12 budget to allow us to purchase much needed replacement boards for the ball field bleachers. The installment of the boards will be facilitated by the Clark Field Users Group.

- **Sports Park**

Staff is seeing a rise in unscheduled and unauthorized use of the fields, which in turn is subjecting them to unnecessary wear and tear. Park staff will begin informing individuals to vacate the fields if they don't have a reservation for their use. If they refuse, staff has been directed to notify the police. This will also apply to teams that play on the field during the regular season; if they want to hold an extra practice not during their regularly scheduled times, they will be required to pay a separate reservation fee.

- **Measure E**

City Council has passed a Measure E spending plan that will allow for some much need work at the Brooks Community Swim Center. Projects being scheduled for FY13 will include a new roof on the main building, as well as new decking around the main pool. The total cost for both projects will be in the neighborhood of \$210k.

Additionally, the Measure E spending plan also incorporates funding in FY14 to resurface the main pool. Staff is looking at using a fiberglass coating over the existing surface which is estimated to cost around \$275k.

Although this work is long overdue and ecstatically welcomed, it will cause a disruption in scheduled programs being held at the pool. We estimate an additional month of downtime in addition to our scheduled downtime in December. Unfortunately they can't run concurrently; the decking and roof will need to be done in the fall or spring while the weather is warm, while our annual maintenance will be done in December.

- **Brooks Pool**

Swim Season – Brooks Pool continues to be full of activity, with public swim starting on June 12th. The pool also continues to host water polo events with great success.

- **Cemetery**

1. ***Internments*** – There were no internments for the month of May and two internments in the month of July.
2. ***Sales*** - There were \$4,060 in sales for the month of May and there were \$1,896 for the month of June.

3. Operations

- i. Temporary staff dedicated their time to mowing, string trimming, and general clean-up of the Cemetery.
- ii. Staff has continued herbicide spraying this month which was applied in several locations, including the raised lots.

Snapshot of Parks Primary Budgets through 7/16/12

Fund Source	Beginning Balance	Expenditures & Encumbrances	Remaining Balance	% Remaining
Brooks Swim Center	\$247,830.72	\$300.00	\$247,530.72	99.88%
Cemetery	\$331,571.97	\$4,800.00	\$326,771.97	98.55%
Gateway LLD	\$19,698.24	\$0.00	\$19,698.24	100%
General Fund Parks	\$919,194.54	\$0.00	\$919,194.54	100%
Gibson Ranch LLD	\$479,002.80	\$0.00	\$479,002.80	100%
Spring Lake LLD	\$354,272.84	\$1301.00	\$352,971.84	99.63%
Sports Park	\$213,881.78	\$240.00	\$213,641.78	99.89%
Urban Forestry	\$281,042.06	\$0.00	\$281,042.06	100%
Spring Lake SLIF	\$27,506.21	\$0.00	\$27,506.21	100%

- **Cyclical Pruning of Street Trees in City Right-Of-Way (ROW)**

The Urban Forestry Group was allotted \$36,600 for contract maintenance for FY13. This money is slated for cyclical pruning in the City's general fund areas. Since this amount is only 18% of the funding needed, we will be focusing on areas that may fall outside of our planned FY13 pruning schedule but are in more desperate need of attention.

- **Service Requests / Work Orders**

Currently there are 269 attached work orders and 174 unattached work orders that are open and waiting to be processed.

- **Personnel**

Congratulations to Westley Schroeder; Westley was promoted from Senior Tree Trimmer to Park Supervisor. Westley will be taking over the duties previously held by Eric Dexter. They include the operation and maintenance of the Parks Lighting and Landscape Districts, Urban Forestry, Sports Park, recreational fields and contract management with private vendors.

As great as this is, it now leaves a void in our Urban Forestry Group which is already severely understaffed. A request has been submitted to backfill the Senior Tree Trimmer position, but to date no action has been taken.

- **Merit/Imidacloprid**

This project has been completed; staff had to interrupt this project to clean up all the debris generated by the wind storms that we experienced in May. The project was completed at the end of June.

- **Tree Removals**

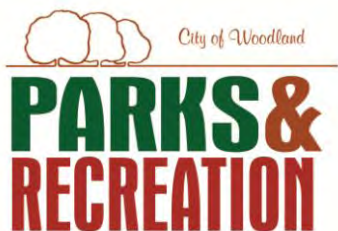
1. At this time large tree removals have been put on hold due to limited personnel. Trees found to pose an immediate hazard will be assessed and removed.
2. For calendar year 2012, the UFG has removed 40 trees of various sizes. The following trees were removed in the past month, due to imminently hazardous conditions, vandalism, or the tree being in poor health:

<u>Location</u>	<u>Tree Species</u>	<u>Reason</u>
750 W. South Wood Dr.	1 Red Oak	Dead
128 Court St.	1 Redbud	Dead
151 Cleavland	1 Chinese Pistache	Main stem failure
618 Court St.	1 Purple Robe	Main stem failure
1727 Farnham Ave.	1 Flowering Pear	Main stem failure
711 Main St.	1 Chinese Pistache	Poor Structure
509 Clover St.	1 Purple Robe	Main stem failure
604 Fourth St.	1 chitalpa	Dead

Respectfully submitted,

Gregor G Meyer
Public Works Director

Prepared By: Westley Schroeder, Park
Supervisor and Rob Sanders,
PW Infrastructure Superintendent



Parks & Recreation Commission

NAME	ADDRESS	PHONE	E-MAIL ADDRESS	Term Expiration
Vacant				
Enrique Fernandez	2 Tadlock Pl. Woodland CA 95776	219-9964	Eaf.fernandez@gmail.com	12/31/13
Jesse Salinas <i>Do not give to public</i> Vice-Chair				12/31/2014
Sheila Groom	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 <i>Do not give to public</i> Chair				12/31/2014
Vacant				

STANDING COMMITTEES

(Max. 2 commissioners)

Facilities Committee (handles Park Naming)

Groom

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

Stephens

Ad Hoc Committee

Salinas, Romero

LIAISONS

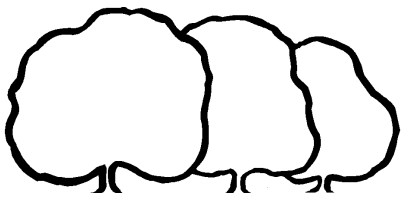
Baseball: (Vacant)

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



REPORT TO MAYOR AND CITY COUNCIL

AGENDA ITEM

DATE: July 2012

SUBJECT: Parks & Recreation Commission Annual Report for 2011/12

TO: THE HONORABLE MAYOR
AND CITY COUNCIL

Report in Brief

The Parks & Recreation Commission asks Council to receive their Annual Report for 2011/12.

Background

The City of Woodland Code Chapter 2, Article VII, Section 2.7-29.11 requires a representative of the Parks & Recreation Commission report to the council during July of each year on work accomplished in the past year. Below outlines the accomplishments of the Commission in 2011/12.

1. Urban Forest Master Plan

Objective: Upon Council approval, develop outline of policies necessary for formalizing Urban Forest Master Plan.

Outcome: Council approved request in July 2011. Urban Forest sub-committee continues work to develop outline of policies. *Work will continue in FY13.*

2. Funding for Parks Capital Projects

Objective: Review Parks long term capital plan and identify funding sources to offset budgetary reductions.

Outcome: Commissioners were unable to identify private parties willing to fund parks capital projects. *Closed.*

3. Develop Dave Douglass Field Use Guidelines

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

Outcome: Sub-committee met with neighbors, users and City staff and reached a compromise for use that included formal agreements for soccer and cricket organizations that were implemented in January 2012; no formal guidelines were issued. *Closed.*

4. Review Field Use Priorities

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

Outcome: Sub-committee attended allocation sessions and reviewed process documentation. A report was issued to the Commission in October 2011 with no recommendations for changes. ***Closed.***

5. Review Policies as Needed

Objective: Review /revise policies as needed throughout the year.

Outcome: No policy reviews were requested in FY12. ***Closed.***

Fiscal Impact

None

Public Contact

Posting of the Council Agenda. These accomplishments were also discussed throughout the year during the Commission meetings.

Recommendation

The Commission requests Council acceptance of these accomplishments.

Prepared by: Sheila Groom
Parks Commissioner

Reviewed by: Christine Engel
Recreation Manager

Rob Sanders
Public Works Superintendent

Paul Navazio
City Manager