

**CITY OF WOODLAND
300 FIRST STREET
WOODLAND, CALIFORNIA**

**PARKS & RECREATION COMMISSION
AGENDA**

**JUNE 24, 2013
6:30 P.M.**

- A. Call to Order
- B. Roll Call- *Welcome new Commissioners*
- C. Pledge of Allegiance
- D. Communication-Public Comment

This an opportunity for the public to speak to the Commission on any item other than those listed for public hearing on this agenda. Speakers are requested to use the microphone in front of the Commission and to begin by stating their name, whether they reside in Woodland and the name of the organization they represent if any. The Chair may impose a time limit on any speaker depending on the number of people wanting to speak and time available for the rest of the agenda. In the event comments are related to an item scheduled on the agenda, speakers may be required to wait to make their comments until that item is considered.

- E. 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.

- F. Certificate of Appreciation
- G. Committee Reports
- H. Presentations
 - H.1 Open Streets Day- Maria Contreras Tebbutt
 - H.2 Recreation Supervisor Kris Bain Overview

I. Consent Calendar

I.1 Adopt the Minutes of the Commission Meeting of April 22, 2013

J. Other Business

J.1 Work Plan-Discussion

K. Report of the Staff

K.1 June Recreation Department Report-Christine Engel
Recommendation: Information only

K.2 June Parks Report/Street/Tree Report-Rob Sanders
Recommendation: Information only

L. Adjourn

I declare under penalty of perjury that the foregoing Agenda for the Parks & Recreation Commission Regular meeting of the City of Woodland scheduled for Monday, June 24, 2013 was posted on June 21, 2013 in the outside display case at City Hall, 300 First Street, Woodland, CA, and 2001 East Street and was available to the public during normal business hours.

Cathy Haynie, Administrative Secretary

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 Minutes

Monday, April 22, 2013

City Hall – 300 First Street – 2nd Floor Council Chambers

Open Session

The Parks & Recreation Commission meeting was called to order by Chair Jesse Salinas at 6:30 p.m. on Monday, April 22, 2013 at the Woodland City Hall Council Chambers.

Roll Call

Commission Members Present: Chair Jesse Salinas
 Vice Chair Enrique Fernandez
 Commissioner Joe Romero

Commission Member Absent: Commissioner Nathan Stephens (arrived 6:45 p.m.)

Staff Present: Recreation Superintendent Christine Engel
 Public Works Superintendent Rob Sanders
 P&R Administrative Secretary Cathy Haynie
 Recreation Supervisor Brad Petersen

Pledge of Allegiance

Communications-Public Comment (None)

Communications-Commission/Staff Statements and Requests (None)

Communications-Committee Reports

Commissioner Fernandez reported that the Fourth of July meeting included Ed Shelly from the Historic Downtown Business Association which will partner with the Parks & Recreation Commission on the Bike Parade. Need one more Judge, will do site walk and plan set-up. Next meeting is scheduled for May 15, 2013.

Presentations

Recreation Supervisor Brad Petersen explained to the Commission that he oversees Aquatics and Adult Sports programs. Adult sports basketball and volleyball are currently between seasons. Programs will start up in May, currently sign up for basketball is low but volleyball has

6 teams signed up. We should have one night of play for each of these programs. Pool is currently opened on the winter schedule, for the aquatic adult exercise classes lap swim and water exercise. Woodland Swim Team, Pioneer High School Swim Team, Woodland High School Swim Team and the Woodland Wrecker Swim Team are currently running their practice at the Charles Brooks Community Swim Center. The pool is packed with 20 lanes and with 5 participants in each lane. Summer programs begin on June 10, 2013 (swim lessons, guard start program and public swim). We are offering two additional weeks of swim lessons this year since the schools gave us another week of summer. 326 registered for swim lessons with 1112 spots available or 20% of capacity. Woodland Wreckers currently has 110 participants compared to last year's 86 participants. Woodland Swim Team and Woodland Wreckers have swim meets scheduled for May 12, 17, 18, & 19, June 8, 9, & 10. Two large tournaments will be on July 19-21 and July 26-28, bringing in 600 swimmers for each along with their families. We will be running a water polo class in June and hoping to hire a diving coach. We are currently in the process of hiring staff, for the summer programs. Engel stated that Brad Petersen was being very proactive in getting full utilization of the pool. Commissioner Fernandez responded that it was great that we were providing different opportunities for the youth of Woodland. Commissioner Fernandez said that Petersen is doing a great job and thanked him for the hard work. Petersen stated that public swim was free again this year to Woodland Residents. When we charged \$2.50 per person we would have 100 swimmers everyday, once public swim was free there were about 500 swimmers every day last year except for 6 days. Public swim is open from June 10-August 9, 2013, Monday-Friday from 1-4 p.m. These are kids who would not be doing public swim if it was not free. Commissioner Salinas asked the age range for participants. Petersen responded that the ages range from 5-65. Commissioner Salinas stated that the numbers were great and asked if Petersen could supply the Commission with total participants who used the pool. Also stated that it would be great to use the diving boards and have a water polo team in Woodland. Commissioner Romero asked where the funding and staff would come from for the Woodland Wreckers and diving. Petersen responded that the participant fees covered staff and there was a volunteer parent board that assists with the swim team. Petersen also stated that this was the plan for the diving program too. Engel asked Petersen to explain the difference between the Woodland Swim Team and the Woodland Wreckers. Petersen explained that the Woodland Swim Team was a year round team that costs about \$45 per month per participants and requires a commitment to swim all year. Woodland Wreckers is a 3-4 month program that allows for participation in other sports and is geared toward learning the proper strokes. Commissioner Romero asked if Hiddleson Pool was going to reopen. Engel responded that there was no plan in the current budget to reopen Hiddleson Pool and that the pool would need at least \$500,000.00 to reopen and an additional \$250,000.00 per year to maintain. Sanders confirmed Engel's estimates to reopen Hiddleson Pool.

Note: Commissioner Stephens arrived during this presentation.

Consent Calendar (Items)

Adopt Minutes of the Commission Meeting of March 25, 2013

Action: Stephens Moved/Fernandez Seconded:

Motion carried by the following roll call vote:

Ayes: Salinas, Stephens, Romero, Fernandez

Noes:

Work Plan-Update

Commissioner Salinas pulled Work Plan from consent and moved it to discussion. Commissioner Fernandez reported changes to work plan by reducing the goals to one city wide event for the month of May. Commissioner Fernandez will provide a written update soon.

Action: Information only

Reports of the Staff

Recreation Report

Engel explained that the increase in tournament and user fees was inline with other jurisdictions and that the user will be given ample time to implement the new fees. 4th of July planning is ahead of schedule, met with fireworks provider, WJUSD staff and City staff at the site. Engel stated that the other program she would like to highlight was tennis. Negotiating the financial portion of the new contract, this is an all inclusive program, while protecting the public resources. Commissioner Salinas commented that this is a great program for the City. Fire Department Training Exercise at the house located on the Community & Senior Center property will occur during the day on April 26, May 3, and May 6 wind permitting. The training conducted on the first two days will occur entirely in the house; training on the last day will result in the complete burning down of the house. A temporary fence has been installed to prevent the public from entering the training area from the Sports Park.

Action: Received

Parks Report

Sanders wanted to send out kudos's to the I Care Community Project group who helped spread 200 yards of playground fiber at Everman and Schneider Parks on April 13th, which saved the City over \$2,000. Sanders explained that tomorrow night Council would receive staff recommendations on Measure E spending for the next fiscal year. Charles Brooks Community Swim Center, Clark Field and Freeman Parks projects came in over budget and more funds will need to be allocated to these projects. Commissioner Romero asked what the increase was at Freeman Park. Sanders stated that there were ad-alts like the basketball court that the City did

not have funding for. Commissioner Fernandez asked about volunteer opportunities at the Cemetery. Sanders replied that there was a need at the Cemetery for volunteers but the problem was that most groups wanted to volunteer on the weekends which would require City staff to work overtime. Commissioner Fernandez asked if organizing volunteers for the Cemetery could be something that the Commission could help staff with. Engel responded that the volunteer requests are more a City wide issue that will need to be discussed further to create a coordinated City effort. Commissioner Salinas said that too many volunteers are a great problem to have. Commissioner Salinas asked Sanders to explain the difference between Attached Work Orders and Unattached Work Orders so the public could better understand the Parks report. Sanders explained that Attached Work Order were those reported to the City. Unattached were those that the City knew needed to be addressed.

Action: Received

Adjourn 7:03 p.m.

Action: Fernandez Moved/Romero Seconded:

Motion carried by the following roll call vote:

Ayes: Salinas, Stephens, Romero, Fernandez

Noes:



Parks & Recreation Commission

NAME	E-MAIL ADDRESS	Term Expiration
Carla White-Snyder	whiteca@sutterhealth.org	12/31/2016
Enrique Fernandez, Vice Chair	Eaf.fernandez@gmail.com	12/31/13
Jesse Salinas, Chair	jessesalinas333@gmail.com	12/31/2014
Ruben Morales Jr.	rubenmorales@mezgerbros.com	12/31/2016
Nathan Stephens	nhs@usa.net	12/31/2013
Joe Romero		12/31/2014
Jon-Paul Valcarenghi	jonpaulval@gmail.com	12/31/2016

STANDING COMMITTEES

(Max. 3 commissioners)

Facilities Committee (handles Park Naming)

Fernandez,

Budget and Finance Committee

Salinas, Romero

Child, Youth & Playground Committee

Romero, Stephens

Community/Senior Center/Sports Park

Salinas, Fernandez

Urban Forest Committee

Romero, Stephens

Ad Hoc Committee

Salinas, Romero, Alt. Stephens

LIAISONS

Baseball: Romero

Soccer: Salinas

Swimming: Stephens

Commission typically meets the fourth Monday of each month at 6:30 p.m. at the City Council Chambers.

Online agenda and packet available at: <http://www.cityofwoodland.org>

For additional information please call 530.661.2000

**FY13 Parks and Recreation Commission
Annual Work Plan
Updated March 20, 2013**

ITEMS CONTINUED FROM FY12

1. Urban Forest Master Plan

Upon approval by City Council, develop outline of policies necessary for formalizing 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 On Hold for Funding

2. Review Policies

Goals	Status
Commissioners will review policies throughout the year as requested. <i>Policies Reviewed in FY13</i>	As needed

3. National Bike Month Event (May)

Goals	Status
Summary In alignment with the May is Bike Month campaign (www.mayisbikemonth.com), the Parks & Recreation Commission for City of Woodland, CA will organize a number of city-wide initiatives to promote cycling throughout the month of May 2013. Cycling is a healthy form of transportation that can reduce the carbon footprint of citizens. By decreasing the number of people regularly using forms of transportation dependent on fossil fuels, the city can reduce the amount of carbon emissions produced by its citizens as well as decrease traffic congestion. Vision This commission shall look to establish a number of initiatives that encourage community solidarity and foster the usage of bikes for transportation and recreation, throughout the month of May. This	On Going Modify as needed

**FY13 Parks and Recreation Commission
Annual Work Plan
Updated March 20, 2013**

commission shall look to construct and promote initiatives that fall under the following categories: (1) City-wide Cycle Event May Upon deliberation, this commission shall add or remove any of the above stated categories. Involvement of Community The Woodland Parks & Recreation Commission members shall be responsible for recruiting interested parties to participate in the organization and administration of this initiative. A majority of the organization and administration responsibilities for this initiative shall, eventually, be transferred to residents. Involvement of Parks & Recreation Commission Until the majority of organizing and administration responsibilities of this initiative are transferred to residents and interested parties, members of the Woodland Parks & Recreation Commission shall be primarily responsible for the organization and administration of this event. Members of this commission shall also be responsible for the recruitment and incorporation of interested parties and community members. Reporting to the Parks & Recreation Commission June 2013 After the conclusion of the month of May 2013, the participating commission members and volunteers will provide a report to the Parks & Recreation Commission. The report must include: (1) the number of participants involved in all the above stated initiatives, (2) the number of miles pledged by Woodland residents, and (3) the real number of miles cycled by Woodland residents.	
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4. Re-Examine Street Tree Master List

Goals	Status
Subcommittee will review and discuss with staff the Master Tree Planting List and report back to the Commission by May 31st 2013. Discussion will include: frequency of species planted, strategies to improve species diversity and add more trees that are suitable for the smaller yards of newer developments. Develop a public outreach plan to educate the community on tree planting and the importance of planting the "right tree in the right place" by reviewing the ISA guidelines for tree planting. By 6/30/2013.	On going

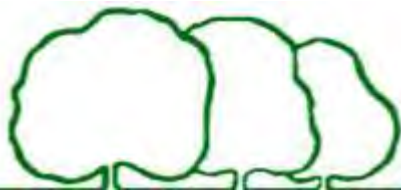
FY13 Parks and Recreation Commission

Annual Work Plan

Updated March 20, 2013

Coordinate with Woodland Tree Foundation, Sacramento Tree Foundation, Tree Davis and the National Arbor day Foundation to provide educational outreach for improving species diversity and tree planting. Target date December 2013.	
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Discuss additional items to add to work plan.



Parks and Recreation Commission Communication

AGENDA ITEM

SUBJECT: Monthly Recreation Report

DATE: June 24, 2013

PREPARED BY: Parks & Recreation Department

RECOMMENDED ACTION:

None. Information only.

BACKGROUND INFORMATION:

The following provides highlights of the Parks & Recreation Department since the last report.

City Budget Update

The City Council approved the 2013/2014 City Budget on June 18, 2013. This budget anticipates changes that will occur in the Parks & Recreation Department over the next several years. Preliminary department changes in the adopted budget include broadening the services of the Department beyond recreational opportunities. Initial expanded services (as a part of this budget) include the realignment of work related to the Community Development Block Grant entitlement administration, housing programs, and Successor Agency administration which are all currently administered by staff in the Community Development Department. Other expanded services could include the management and oversight of a citywide volunteer program and neighborhood programs, in addition to serving as a central contact for non-profit organizations and community groups to streamline and improve collaboration with the City. The approved budget also provides a promotional opportunity for one of the four existing Recreation Supervisors to become a Recreation Manager.

4th of July Planning

The City is finalizing the planning efforts for the 4th of July festivities. Approximately \$23,000 was raised by the fundraising efforts of Mayor Davies and Vice-Mayor Stallard from business, individuals, and organizations to fund the 4th of July activities. Events to be held in the community include the bike parade and activities at Freeman Park, the Woodland Schools Foundation Fun Run, pancake breakfast, ice-cream social, public swim, and fireworks celebration at Woodland High School. The planning efforts for the bike parade by the Parks & Recreation Commission (Enrique Fernandez and Jesse Salinas), the Woodland Bike Campaign (Maria Contreras Tebbutt) and the Historic Woodland Downtown Business Association (Ed Shelley) are greatly appreciated.

Tennis Contractor

On June 4th the City Council approved a contract with Phil Cello to provide a comprehensive tennis program in the City for the next five years. Mr. Cello is currently developing a program schedule. It is anticipated that the tennis program will start mid-to-late summer. The development of this program will also include a pro-tennis shop at City Park with regular office hours.

Sports Park

Adult Softball: Spring softball wrapped up on May 2nd. The summer league began on May 17th. Registration for the summer season has sixty-eight teams, a 31% decrease in teams from last summer. Of those sixty-eight teams for the summer, nearly half play on Thursday and Friday nights.

Tournament Booking: Sports Park revenue for tournaments through May is \$48,000. The first tournament cancellation occurred in May, however the tournament director opted to pay full rental rate to not jeopardize his good standing at the facility (the “good standing” is used as a priority for selecting future tournament dates). All current tournament directors have been notified of the tournament fee increase effective January 1, 2014.

Aquatics

Woodland Wreckers Swim Team: Woodland Wreckers swim team (the recreational team run by City staff) participation has increased by 75% this summer compared to last year. There are over 130 youth participating on the team this season. The Wreckers hosted their first home meet in 5 years on June 15.

Woodland Swim Team: Woodland Swim team hosted a long course meet on May 12 and May 17-19. This meet brought over 2,000 people to the pool (participants and spectators) each day.

Other Pool Reservations: Upcoming reservations include Sacramento Swim League on July 20-21, and Norcal Swim League on July 27-28 for swim meets. Historically, for each swim meet reservation; there are 3,000 people in attendance (800 athletes and their families). Another pool reservation utilizing the pool on Sundays is a high school water polo league for 18u girls and boys. Rental dates are June 2, 9, 16, and July 14. These tournaments bring 8-12 teams per day.

Gym Sports

Drop In: The drop-in badminton group requested more usage of the gym. Effective immediately, the program will be available to the public Monday through Thursday, 9:30-11:30 a.m. for free (the group sets up their own nets, etc., no staff assistance is needed for this program). Drop-in volleyball on Tuesday evenings continues to have consistently thirty or more participants.

Adult Gym Sports: Four teams are participating in the spring basketball league. Staff will be evaluating ways to increase the number of teams that sign up for all basketball leagues. The volleyball league includes 12 teams and is finishing their season.

Youth Recreation

Summertime Fun Club: The Summer Time Fun Club program started on June 10th offering recreational activities for youth, kindergarten to sixth grade (119 children are enrolled). This program also includes the opportunity for youth grades 7-12 to volunteer and earn community service hours. There are currently 30 youth volunteers for the program.

Summer Recreation Opportunities: Woodland is partnering with the National Academy of Athletics to offer many different sports camps throughout the summer. NAA offers baseball, softball, lacrosse, basketball, soccer, flag football, cheerleading, and an all-sports camp. Each camp is five days, from 9 a.m. to 3 p.m. Other recreation opportunities available during summer for youth include horseback riding and the Yolo Stage Company program that will be presenting “Disney’s Little Mermaid, Jr.”. Both of these programs are in addition to the regular year-round program offerings.

Senior Center/Senior Recreation Opportunities

Senior Resource Fair: The Senior Resource Fair, held on May 29th, included over seventy vendor resources related to senior issues. Nearly 300 seniors were able to gather important information, visit the YMCA for National Senior Fitness Day, and enjoy the healthy snacks. The success of the event is credited to Commission on Aging Commissioners Talkington and Wright for their dedication to serving seniors within the community.

Teens Helping Seniors: The re-vitalization of the summertime Teens Helping Seniors program will begin on June 24th. Approximately 15 youth will be “helping” seniors with household tasks (such as pulling weeds and washing windows), with the supervision of a part-time employee. Senior Center Inc. will be donating funds to cover the expenses for this program.

Senior Center Travel: The Senior Center partners with both Senior Center Inc and Collette Vacations to offer seniors options to travel both locally, nationally, and internationally. Senior Center Inc. administers Affordable Adventures which provides inexpensive day trips, while Collette Vacations offers world-wide destinations. In April, ten seniors went on a 5 day trip to New York City with Collette Vacations. The Senior Center made over \$2,000 in commission on this trip.

Volunteers from Senior Center Inc. have planed excursions for Affordable Adventures through the end of the year. Trips to the Nike Missile Site in Sausalito in July and to a San Francisco Giants baseball game in August are sold out. The day trips are extremely popular and fill nearly every time. All proceeds from Affordable Adventures benefit Senior Center Inc.

Senior Center Inc. Installation and Annual Membership Meeting: Senior Center Inc. held their annual membership meeting and potluck dinner on May 9. About 75 people attended the meeting and dinner. Board members who renewed their 3-year term on SCI include Maxine Polkinghorne,

Elizabeth Kemper, and Steve Etters. New additions to the board include Linda Nantz and Jay Finklang. Nick Pohl is now the board president.

Community Center

Rentals - May: The facility was rented by/for: Woodland Hearing Aid Service; Pioneer High School, Esparto High School and Woodland High School Senior (proms); Woodland Joint Unified School District; Yolo County Farm Bureau; Luna Vista Rotary; Woodland Soccer Club; Water Resources Association; Woodland Business Walk; Woodland Community Band; and several City departments/organizations (Public Works, Human Resources, Community Development, WCEA) sponsored meetings.

Rentals - June: The facility was rented by/for: Woodland Polytec High School (graduation), Woodland Healthcare, Woodland Water Tour, Yolo County Probation Department, Water Resources Association, Luna Vista Rotary, Woodland Soccer Club and several City departments/organizations (Public Works, Community Development, WCEA) sponsored meetings. The facility was also rented for a birthday party and a baby shower.

Rentals for 2014: Several groups, school and organizations have already booked their events at the CSC for 2014. Rentals for 2014 to date include the following: UC Cooperative Extension, Pioneer High School Crab Feed, City of Woodland Community Service Award Dinner, two wedding receptions, Yolo County Women's History luncheon, Farm Credit West appreciation dinner, Jehovah's Witnesses religious service, a quinceanera, Woodland High School prom, and Woodland Joint Unified School District celebration of service

Facility Operation & Maintenance: The filling of joint gaps (the space between the tiles at entrances to the building and at patio areas that was identified as a trip hazard primarily for those with walkers or canes) continues on the patio areas. High traffic areas, such as the front entrance and banquet rooms have been completed. Three other areas on the south side of the building were recently completed. In the upcoming weeks the awnings in front of the building will be cleaned and the building will be pressure washed. Additionally, windows will be cleaned on the outside. Parking lot lights are inspected every morning and are in good working condition.

Expense and Revenue Summaries

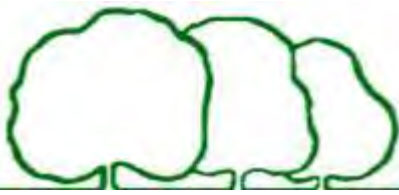
Expenses and revenue are, with one month remaining in the fiscal year, consistent with previous years and are on-track to finish the fiscal year as projected. Monies are remaining in the Community & Senior Center fund as a generator that will be installed has not yet been paid for. Additionally, money is remaining in Youth Center Enterprise as fewer contract classes were conducted this year than anticipated.

RECREATION DIVISION - BUDGET SNAPSHOT thru 6/1/13

Program	Budget	Expenses & Encumbrances	Balance	% Remaining
General Fund				
Parks & Recreation Admin	\$ 160,342.18	\$ 139,435.67	\$ 20,906.51	13.04%
Community & Senior Center	\$1,112,669.81	\$ 805,162.40	\$ 307,507.41	27.64%
Brooks Swim Center - Recreation	\$ 131,071.82	\$ 126,590.59	\$ 4,481.23	3.42%
General Recreation Programs	\$ 308,459.99	\$ 287,446.48	\$ 21,013.51	6.81%
Enterprise Fund				
Youth Center Enterprise	\$ 362,180.59	\$ 263,216.16	\$ 76,865.45	21.22%
TOTAL RECREATION BUDGET	\$2,074,724.39	\$ 1,621,851.30	\$ 430,774.11	20.76%

RECREATION DIVISION - REVENUE SNAPSHOT thru 6/1/13

Account Title	FY13 Projection	FY13 Revenue to Date	% of Projection
RED CROSS COURSE FEE	\$ 512.50		0.00%
MSC. SALES	\$ 843.43	\$ 1,236.35	146.59%
C BROOKS SWIM CTR REV	\$ 112,859.53	\$ 98,203.95	87.01%
SENIOR PROGRAMS REVENUE	\$ 8,468.20	\$ 8,185.40	96.66%
COMMUNITY SENIOR CENTER MISC	\$ 76,405.40	\$ 65,903.80	86.26%
COMMUNITY FITNESS CENTER	\$ 30,000.00	\$ 26,284.04	87.61%
COMMUNITY SPORTS PARK	\$ 130,495.81	\$ 117,795.06	90.27%
GENERAL RECREATION	\$ 59,910.14	\$ 71,595.90	119.51%
YOLANO RECREATION PRG INC	\$ 7,965.66	\$ 6,073.50	76.25%
ADULT REC & LEAGUE PRGMS	\$ 97,351.51	\$ 113,450.49	116.54%
RECREATION CONTRACTS	\$ 100,000.00	\$ 59,185.97	59.19%
TOTALS	\$ 624,812.18	\$ 567,914.46	90.89%



Parks and Recreation Commission Communication

AGENDA ITEM

SUBJECT: Monthly Parks Report

DATE: June 24, 2013

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.

- **Community Center/ Sports Park**

The abandon house located on the southeast corner of the Sports Park has been demolished. The demolition was part of a training exercise carried out by the Woodland Fire Department on May 17th where small controlled fires were set in the house for training; eventually the house was set fully ablaze and taken to the ground. The site has since been cleaned up and the basement area filled with dirt.

- **Klenhard Park**

The Cal-Ripken League is proposing the construction of a t-ball field on the northwest corner of the park. Staff is working closely with the adjacent school and YMCA to ensure there are no conflicts with either the school or YMCA soccer club. This new addition to the park would be fully funded by Cal-Ripken.

- **Upcoming Projects**

The Water Storage Tank Project at David Douglass Park is moving forward with an aggressive timeline. This project is vital to the City and its ability to provide adequate supply and pressure to our water distribution system.

Work on this project is scheduled to begin in the first week of August with an anticipated completion date of July, 2014. The site will be in disarray during construction, i.e. staging areas, construction works, trenching and installing new pipeline through the park... to the point that practices normally held there by groups such as the WSC will have to either relocate from the park or find a suitable area away from the construction and staging areas so that their practices won't interfere with the project.

Once completed, not only will we have shored up our water distribution capabilities, but we will have also added new features to the park, such as restrooms, pathway and pathway lighting that will only enhance the attraction of this park.

- **Landscaping**

Our current citywide landscaping contract is scheduled to end June 30th. Staff went out with a new RFP for services in April and reviewed bids in May. The City only received four bids for these services, with the lowest responsible bidder being Dominguez Landscape Inc at \$470K per year.

There were some minor changes; we increased some of the service levels in the L&L districts, as well as adding trash removal two days a week at several of our larger parks. Even with the added services and a 5% contingency, the low bid still came in \$5K less than what was allowed in the FY13-14 budget. The new contract will be a two year / third year optional obligation that will begin July 1st.

- **Cemetery**

1. ***Internments*** – The Woodland Cemetery had four interments during the month of April. There was one cremation and three full burials; we also facilitated two disinterments. These were done at the request of the Yolo County Coroner office to help match a John and Jane Doe's DNA with prospective family members. Additionally, there were nine internments in the month of May; five cremation burials and four full burials.
2. ***Sales*** – There was \$21,775 in sales in the month of April and \$8,041 in May.
3. ***Operations*** – Staff employed two temporary maintenance workers at cemetery during the months of April and May, they completed mowing, trimming and grounds maintenance. Herbicide applications which control broad leaf weeds in the turf have also been started. Volunteers were also able to plant flowers in several of the raised lots.

Snapshot of Parks Primary Budgets through 6/17/13

Fund Source	Beginning Balance	Expenditures & Encumbrances	Remaining Balance	% Remaining
Brooks Swim Center	\$247,830.72	\$235,707.39	\$12,123.33	04.89%
Cemetery	\$331,571.97	\$215,077.55	\$116,494.42	35.13%
Gateway LLD	\$19,698.24	\$6,263.37	\$13,434.87	68.20%
General Fund Parks	\$919,194.54	\$616,689.96	\$302,504.58	32.91%
Gibson Ranch LLD	\$479,002.80	\$369,463.27	\$109,537.53	22.87%
Spring Lake LLD	\$354,272.84	\$251,575.88	\$102,696.96	28.99%
Sports Park	\$213,881.78	\$186,055.35	\$27,826.43	13.01%
Urban Forestry	\$261,042.06	\$199,373.97	\$61,668.09	23.62%
Spring Lake SLIF	\$27,506.21	\$9,470.05	\$18,036.16	65.57%

- **Cyclical Pruning**

The large walnut tree removals and pruning are almost finished. West Coast Arborists will be returning on June 12th to finish this year's tree pruning. This work has transpired along East Street across from the Community Center, the remainder of the work will be pruning and one more tree removed due to its deteriorating and hazardous condition. There is about three to four more days of pruning left at the site for this fiscal year.

- **Service Requests / Work Orders**

Currently there are 451 attached work orders and 231 unattached work orders that are open and waiting to be processed.

- **Tree Removals**

1. Reoccurring Note: Now that the UFG is fully staffed, removals that were previously on hold will be started once all of the wind related service request has been caught up. Staff will hopefully begin the removal process in July. However, trees found to pose an immediate hazard will be assessed and removed.
2. For calendar year 2013, the Urban Forestry Group has removed 73 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>
2200 Regan St.	Purple Robe	Structure Failure
2001 East St.	Red Maple	Root Failure

Respectfully submitted,

Gregor G Meyer
Public Works Director

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