

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

**PARKS & RECREATION COMMISSION
AGENDA**

JANUARY 27, 2014

- A. Call to Order
- B. Roll Call
- 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. Committee Reports

- F.1 Develop Framework for Work Plan Subcommittee-Fernandez/Morales Jr.
- F.2 Definitions and Makeup of Subcommittees-Fernandez/Salinas/Valcarenghi

- G. Consent Calendar

- G.1 Adopt the Minutes of the Commission Meeting of November 25, 2013
- G.2 March 8, 2014 Arbor Day

H. Other Business

H.1 Work Plan

H.2 Recognition of Youth Sports Organizations

H.3 4th of July Bike Parade Planning Committee

I. Report of the Staff

I.1 Measure V Extension Update

I.2 December/January Community Services Department Report-Christine Engel
Recommendation: Information only

I.3 December/January Parks Report/Street/Tree Report-Rob Sanders
Recommendation: Information only

J. Next Meeting February 24, 2014

K. 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, January 27, 2014 was posted on January 24, 2014 in the outside display case at City Hall, 300 First Street, Woodland, CA, and 2001 East Street, City Web pages 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.

Creation of Sub-Committee to Assess Purpose and Relevance of Current Sub-Committees and Liaison Positions

Structure: A three-commissioner sub-committee.

Purpose: To assess the purpose and relevance of the current sub-committees and liaison positions. Create sub-committees that facilitate involvement of the commission and the public.

Responsibilities:

- (1) Tasked with eliminating, re-defining, and creating new sub-committees and liaison positions to ensure the sub-committees and liaison positions best meet the needs of the Woodland community.
- (2) This sub-committee will determine, among other things, the structure, purpose, definition, and obligations of the sub-committees and liaison positions.
- (3) This sub-committee will report back to the commission monthly, until all sub-committees and liaison positions are assessed or reconfigured or eliminated as seen fit.

Community Service Sub-Committee

Purpose: Facilitate and encourage community outreach and engagement by developing volunteer projects and garnering public involvement. This sub-committee will also be tasked with recognizing significant volunteer contributions in the community.

- (1) The primary role of this sub-committee will be to assist city staff's recruitment, retention, and coordination of city volunteers.
 - a. This sub-committee will, in conjunction with city staff, establish, and if necessary, reformulate volunteer recruitment and retention goals.
 - b. This sub-committee will provide the commission with quarterly updates as to the status of achieving volunteer recruitment, retention, and coordination goals.
 - c. This sub-committee will be charged with establishing and executing volunteer recruitment and retention techniques to increase and/or maintain volunteer participation.
 - d. This sub-committee will be tasked with recording volunteer participation at city events and with reporting such volunteer participation to the commission quarterly.
- (2) This sub-committee will be tasked with identifying and recommending candidates for the Annual Parks & Recreation Commission Community Service Award.
 - a. This sub-committee will create the award application, the application process, and the nomination guidelines and make such information available to the public.
 - i. Application guidelines and procedures must not stipulate the awarding of more than two nominees annually or less than two candidates annually.
 - ii. The award application process must be made official with nominations by commission members and formal votes.
 - iii. Nominees must obtain five out of seven commission member votes to be selected as an award recipient, and no commission member shall vote for more than two nominees.
 - iv. If two nominees have not received five(or four?) out of seven commission member votes, then commission members will revote to select those nominees that have not received five (or four?) votes, until two nominees have received five (or four?) votes.
 - b. This sub-committee will provide the commission with copies of all award nominees and will uniformly recommend two (one?) nominee to the commission.

Sub-Committee Realignment

- i. The award nominee recommendations this sub-committee promulgates are not determinative of the final award recipients.

Budget and Finance Sub-Committee

Purpose: To foster participation of the commission and the general public regarding the department's allocation of program funds. To examine revenue options for existing or future programs.

- (1) Work with staff to provide the commission with quarterly reports on the Community Services Department's budget.
 - a. Quarterly reports must include review of specific expenditures within each independent spending category.
 - b. Sub-committee members are required to meet with city staff at least once per fiscal quarter to discuss the budgetary matters.
 - c. This sub-committee is free to determine the specifics of the quarterly reports.
 - d. Reports should include an emphasis on key budget issues confronting Commission related programs.
- (2) This sub-committee may make recommendations to the Commission concerning the allocation or reallocation of funds to particular programs or pre-established spending categories.
 - a. Such recommendations must be supported by conclusions based on data collected by the Program & Department Evaluation Sub-Committee.

Program & Department Evaluation Sub-Committee

Purpose: Seek community input on department programs. Assess and evaluate the potential for new programs.

- (1) This sub-committee shall establish an evaluation survey and system to assess the public's and program participant's satisfaction with available Community Services Department programs and activities.
 - a. This sub-committee shall create a uniform survey to evaluate program participant's satisfaction with the current programs.
 - b. This sub-committee shall create a uniform survey to evaluate potential for new programs and to assess the unmet needs of program participants and the public in general.
 - c. Establish a survey distribution and collection strategy, which should be reviewed annually.
- (2) Based on community survey results recommend to the Commission and budget sub-committees the potential creation, expansion or elimination of particular programs or activities.
- (3) Report to the commission annually on participant satisfaction, program/activity relevance and effectiveness, and potential changes or additions to programs or services.

Child, Youth & Playground Committee Facilities Committee (handles Park Naming)

Community/Senior Center/Sports Park

Sub-Committee Realignment

Urban Forest Committee

Ad Hoc Sub-Committee

LIAISONS

Baseball:

Soccer:

Swimming:

Softball:

Football:

Parks & Recreation Commission Minutes

Monday, November 25, 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, November 25, 2013 at the Woodland City Hall Council Chambers.

Roll Call

Commission Members Present: Chair Jesse Salinas
 Vice Chair Enrique Fernandez
 Commissioner Ruben Morales Jr.
 Commissioner Nathan Stephens
 Commissioner Jon-Paul Valcarenghi
 Commissioner Carla White-Snyder

Commission Member Absent: Commissioner Joe Romero

Staff Present: Council Member Jim Hilliard
 City Manager Paul Navazio
 Community Services Director Christine Engel
 PW O & M Superintendent Rob Sanders
 CS Administrative Secretary Cathy Haynie
 PW Conservation Coordinator Marshall Echols
 CS Senior Planner Dan Sokolow

Pledge of Allegiance

Consent Calendar (Items)

Adopt the Minutes of the Commission Meeting of October 28, 2013

Action: Fernandez Moved/ Valcarenghi Seconded:

Motion carried by the following roll call vote:

Ayes: Salinas, Fernandez, Valcarenghi, White-Snyder, Stephens, Morales Jr.

Noes:

Other Business

City Solar Project-Marshall Echols

The City of Woodland contracted with TerraVerde Renewable Partners to pursue a comprehensive Energy Management Program (EMP) for City facilities. Five facilities including the Woodland Community & Senior Center are being evaluated for solar arrays. Arrays installed at the Community & Senior Center would include locations 1) rooftop and 2) parking lot. Installation of arrays in the parking lot would include the removal of approximately 75 trees. Staff recommends that the Parks & Recreation Commission support staff's efforts to follow through with developing the EMP solar array concepts with implementation of a corresponding tree replacement program.

Action: Fernandez Moved/ Morales Jr. Seconded:

Motion carried by the following roll call vote:

Ayes: Salinas, Fernandez, Valcarenghi, White-Snyder, Morales Jr.

Noes: Stephens

Housing Related Parks Grant Program-Dan Sokolow

Sokolow explained that the HRP Program grant funds for City Park are based on a number of factors. Staff is recommending that the Parks & Recreation Commission support staff's recommendation to submit a Housing Related Parks Program grant application for improvements to City Park specifically replacing the large playground structure and related improvements.

Action: Valcarenghi Moved/ White-Snyder Seconded:

Motion carried by the following roll call vote:

Ayes: Salinas, Fernandez, Valcarenghi, White-Snyder, Stephens, Morales Jr.

Noes:

Measure V Replacement Tax-Paul Navazio, Jim Hilliard

CM Navazio gave a brief update of the possibility of placing a measure on the ballot to replace Measure V ¼ cent sales tax that was approved in 2010. Budget was approved with the assumption that Measure V will go away. City has shed about \$9,000,000.00 and about 110 positions in the last several years. Proposition that is being contemplated at the Council level is to extend a ¼ cent sales that will add back programs and services that are deemed to be highest priority and the greatest positive impact that the City can supply such as programs for youth and teens, library and public safety related to at risk youth. To date Council is generally supportive of the measure, Council Member Hilliard, and Vice Mayor Stallard are the subcommittee assigned to work with staff on the measure. Council Member Hilliard stated that the extension would be for 6 years. CM Navazio explained that it is very important to include an accountability component into the measure that will allow reporting on the spending of the

measure to the community. Commissioner Salinas stated that the Commission was supportive of the measure.

Appoint Subcommittee to Develop Framework for Work Plan

Commissioners Morales Jr. and Fernandez were appointed to the subcommittee and will report at the January 27, 2014 commission meeting.

Appoint Reassessment Subcommittee to assess Commission Subcommittee definitions and make up

Commissioners Fernandez, Valcarenghi and Salinas were appointed to this subcommittee.

Election of Officer

Commissioners discussed moving the terms of officers to the fiscal year to follow the City's year end dates.

Action Valcarenghi Moved/ Morales, Jr. Seconded:

Motion carried by the following roll call vote:

Ayes: Salinas, Morales Jr., Fernandez, Valcarenghi, White-Snyder, Stephens

Noes:

Reports of the Staff

Community Services Report

Engel reported on the Freeman Park grand reopening on November 21, 2013. Senior Center annual Thanksgiving Dinner was attended by 225 senior and is sponsored by SCI. Adult Basketball has 120 participants and Youth Basketball has 132. Charles Brooks Swim Center project is on track and should reopen in mid to late January 2014.

Action: Received

Parks Report

Sanders reported that the fence installation at the Sports Park has started.

Action: Received

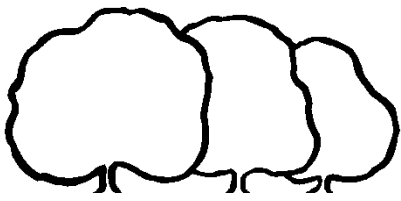
Adjourn 7:36 p.m.

Action: Stephens Moved/ Fernandez Seconded:

Motion carried by the following roll call vote:

Ayes: Salinas, Fernandez, Morales Jr., Valcarenghi, White-Snyder, Stephens

Noes:



City of Woodland

PARKS & RECREATION COMMISSION COMMUNICATION

AGENDA ITEM

TO: THE PARKS AND RECREATION
COMMISSION

DATE: January 27, 2014

SUBJECT: Support of Arbor Day 2014

Report in Brief

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

Staff recommends that the Parks and Recreation Commission approve staff moving forward with a Council Communication proclaiming March 8, 2014 as Arbor Day in the City of Woodland.

Background

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

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

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

As part of the day's activities, the Urban Forestry Group (UFG) and Woodland Tree Foundation (WTF) will be planting approximately 100 trees along the west side of CR 102 between Gibson Road and Farmers Central Road. The existing trees have suffered over the years due to poor soil conditions and vandalism. Staff will be removing dead and distressed trees, as well as amending the soil prior to replacement.

Furthermore, the public will be educated onsite in proper planting techniques by our City Municipal Arborist, Westley Schroeder.

In addition to the plantings, Environmental Services staff will be onsite to promote their services. Their booth will be providing information and giveaways on water conservation, green waste, composting, and other conservation-related topics.

Discussion

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

Public Contact

Posting of the Parks and Recreation Commission agenda.

Recommendation for Action

Staff recommends that the Parks and Recreation Commission approve staff moving forward with a Council Communication proclaiming March 8, 2014 as Arbor Day in the City of Woodland.

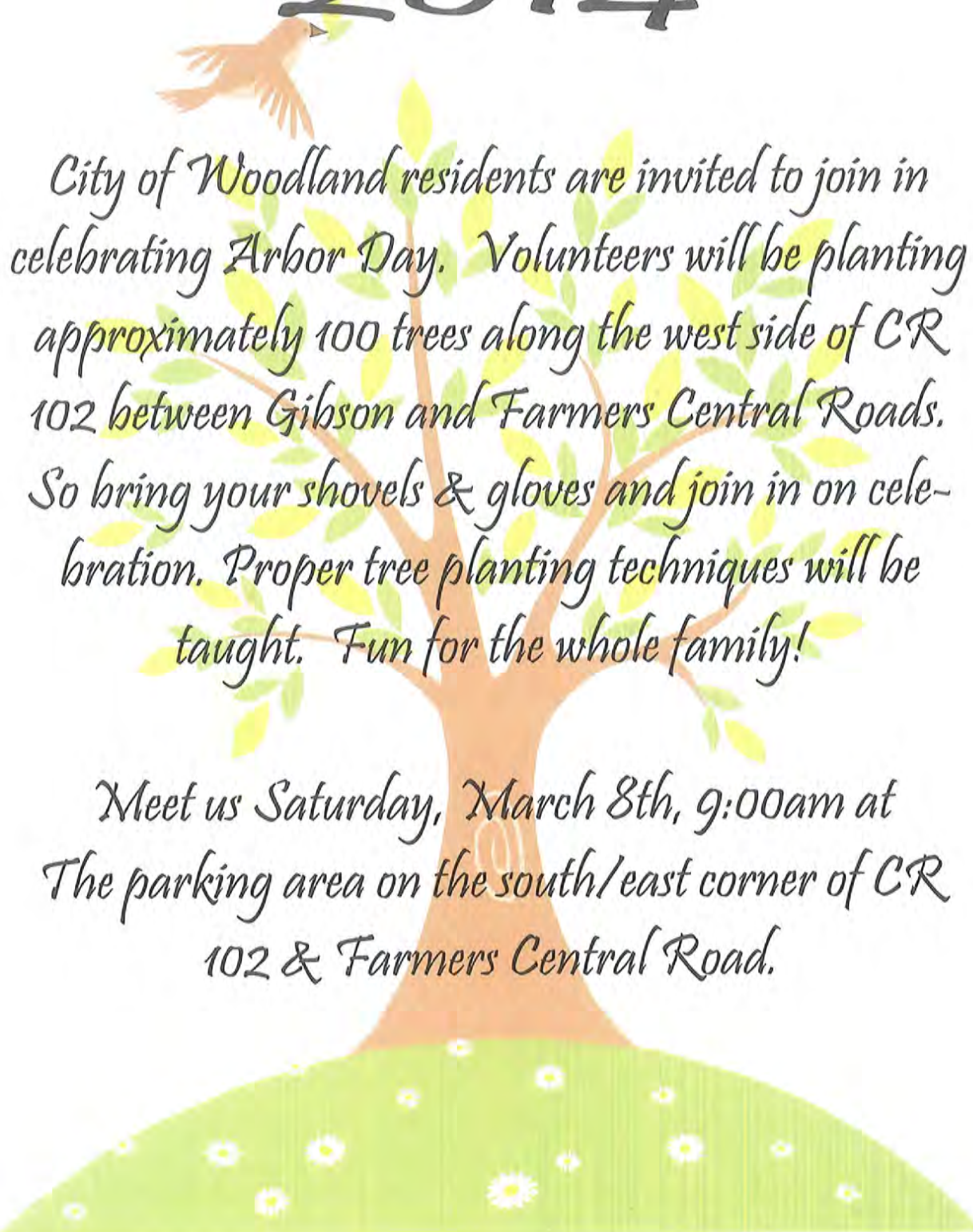
Prepared by: Robert G. Sanders
Deputy Director Public Works

Reviewed by: Gregor G. Meyer
Director Public Works

Gregor G. Meyer
Public Works Director

Attachments: Flyer

Arbor Day 2014



City of Woodland residents are invited to join in celebrating Arbor Day. Volunteers will be planting approximately 100 trees along the west side of CR 102 between Gibson and Farmers Central Roads. So bring your shovels & gloves and join in on celebration. Proper tree planting techniques will be taught. Fun for the whole family!

Meet us Saturday, March 8th, 9:00am at
The parking area on the south/east corner of CR
102 & Farmers Central Road.

Arbor Day

2014



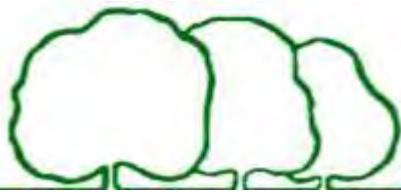
Residentes de la Ciudad de Woodland están invitados a reunirse para celebrar el Día del Árbol.

Voluntarios plantarán aproximadamente 100 árboles a lo largo del lado oeste de la carretera del condado 102 entre Gibson y Farmers central road. Así que traigan sus palas y guantes y unance a la celebración. Se enseñarán técnicas apropiadas de plantación de árboles.

Diversión para toda la familia.

Nos vemos el sábado, 8 de Marzo a las 9:00am en el estacionamiento localizado al sur este de la carretera del condado 102 y Farmers Central Road.

Patronizado por la Ciudad de Woodland y el Woodland Tree Foundation



Parks & Recreation Commission Communication

AGENDA ITEM

SUBJECT: Monthly Parks & Recreation Report

DATE: January 27, 2014

PREPARED BY: Community Services Department

RECOMMENDED ACTION:

None. Information only.

BACKGROUND INFORMATION:

The following provides highlights of the Community Services Department since the last report.

Aquatics

Pool Renovations: The pool remains closed for the resurfacing and decking project. The pool is scheduled to be finished January 17 and re-opened to the public on Jan 27. Between January 17 and 27 the pool plaster will be setting up, the water filtered, heated, and chemicals balanced.

Woodland Wreckers: Woodland's recreational swim team is entering its seventh season as the Woodland Wreckers. Registration opened on January 2 for returning swimmers, and there are 21 registered swimmers as of January 14. Open registration begins February 3. This season there are limited registration to 130 swimmers as the facility is overcrowded during the recreational swim season (April-July).

Pool Rentals: In the month of February there will be a USA water Polo tournament on February 8. On February 28-March 2 staff is hosting the Bronco High School invitational. Woodland and Pioneer High Schools start training on February 10.

Sports Park

Tournaments: During December, three soccer tournaments were scheduled by the Woodland Soccer Club. Starting January 4th is a new season of tournaments; one scheduled every weekend through September 1, 2014. The 2014 Sports Park tournament fees take affect, \$500 per field per day for "tournaments" and \$400 per day per field for "local recognized user groups." Tournament revenue for is anticipated to exceed \$150,000 for the months of January through September, nearly doubling since the previous year.

Gym Sports

Youth Basketball League: The Youth Basketball League began December 7, 2013. There are 136 players on 12 teams competing through February 15, 2014. The league is overall running smoothly. One of the goals staff set out to achieve was to create balanced teams and the general consensus among staff, coaches, and parents is that goal was met. Playoffs begin on February 1.

Senior and 30 over Basketball: There are four 30 over teams, six 45 over teams, and six 55 over teams registered to play this season. The senior 30 and over league began November 14. The 45 and over league have started playing their midseason tournament this week before realignment for the second half of the season. The 55 over league began their midseason tournament January 6th.

Contract Recreation

New Classes: This spring and summer, Community Services is offering several new classes for youth and adults including: LEGO Engineering, Mad Science, T'ai Chi, and tennis camps. All class information will be included in the upcoming Spring/Summer Guide.

Senior Center

Holiday Events: The Senior Center held two very well-attended holiday events in November and December. The first event was the annual Senior Center Thanksgiving dinner on November 21st. More than 225 seniors attended the event sponsored by Senior Center Inc. Dinner was prepared and served by members of the SCI Board of Directors. Appetizers were supplied by St. John's Village & Retirement Home, Palm Gardens, and the Californian. Additionally, staff members from St. John's helped to serve and greet guests. This year's event was the largest Thanksgiving dinner to date, and staff is planning for the event to be larger in the future.

The second event was the annual Holiday Social held on December 19th. Over 220 seniors attended an event, sponsored by the Senior Center and Senior Center Inc. Volunteers from Target, St. John's Village & Retirement Home, and local seniors helped to make the event a success. Food for the event was also donated by The Californian, Cottonwood Convalescent Home, Palm Gardens, and St. John's Village & Retirement Village. Additionally, participants of the Senior Center brought raffle prizes as a fundraiser for Senior Center Inc. and raised almost \$1,000 to support senior programs.

Pennies for Presents: Toddler Time, a weekly play group run by the City of Woodland Community Services Department coordinated its first ever "Pennies for Presents". This holiday program consisted of collecting donations (pennies) to sponsor grandparents raising grandchildren at the holidays and providing them with gifts. Senior Center Inc. matched the funds that were raised. In addition to donations being received by Toddler Time participants, donations were also provided by seniors participating in programs at the Woodland Senior Center. Staff worked in collaboration with First 5 Yolo and the Yolo Family Resource center to identify the families to sponsor for the holidays. In efforts throughout the community, \$342 was raised, with a total of \$684 available for

gifts with the matching funds from Senior Center Inc. Presents were delivered to two local families just in time for the holidays.

Community Center

Rentals: During the month of December rentals held at the Community & Senior Center included: several Celebration of Life, meetings, wedding receptions, other celebrations, and City related meetings.

Facility Operation & Maintenance: Maintenance staff is working on a variety of projects, including: the community center paging system, installing locks on exterior gates and restroom stalls, investigating a building leak, repairing gym wall damage, filling holes in travertine tile floors, cleaning windows, sanding and painting the lobby waterfalls, and inspecting all ballasts in the building.

Miscellaneous

Toddler Time: The participants of this program enjoyed many festive activities throughout the holiday season. The program also participated in the 1st annual Pennies 4 Presents campaign. November was highlighted with the "Feast with Friends". During the month of December participants enjoyed arts, crafts, and a visit from Santa. In addition to regular activities, Toddler Time families wrapped presents that were purchased from Pennies 4 Presents.

Fourth of July: Staff has begun planning for the annual Fourth of July Celebration. Donation request letters are being compiled with the help of an administrative volunteer. The event will be held at Woodland High School.

Upcoming Events

March 7: ReXpo and Senior Art Show

April 25: Movies on Main Street

May 28: National Senior Fitness Day and Senior Resource Fair

TBD: Charles Brooks Community Swim Center Grand Re-Opening

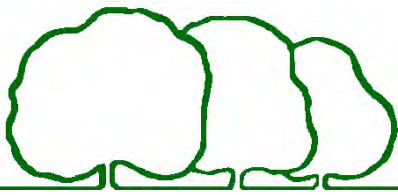
TBD: Clark Field Grand Re-Opening

RECREATION DIVISION - BUDGET SNAPSHOT thru 12/31/31

Program	Budget	Expenses & Encumbrances	Balance	% Remaining
General Fund				
Parks & Recreation Admin	\$239,581.26	\$133,256.25	\$85,093.19	35.52%
Community & Senior Center	\$795,833.60	\$429,928.31	\$350,886.46	44.09%
Brooks Swim Center - Recreation	\$134,580.35	\$89,616.89	\$44,963.46	33.41%
General Recreation Programs	\$365,804.55	\$180,750.93	\$183,513.62	50.17%
Enterprise Fund				
Youth Center Enterprise	\$362,180.59	\$175,981.50	\$143,843.10	39.72%
TOTAL RECREATION BUDGET	\$1,897,980.35	\$1,009,533.88	\$808,299.83	42.59%

RECREATION DIVISION - REVENUE SNAPSHOT thru 12/31/13

Account Title	FY13 Projection	FY13 Revenue to Date	% of Projection
RED CROSS COURSE FEE	\$512.50	\$504.00	98.34%
MSC. SALES	\$843.43	\$665.46	78.90%
C BROOKS SWIM CTR REV	\$112,859.53	\$26,335.64	23.33%
SENIOR PROGRAMS REVENUE	\$5,000.00	\$4,497.45	89.95%
COMMUNITY SENIOR CENTER MISC	\$76,405.40	\$51,696.27	67.66%
COMMUNITY FITNESS CENTER	\$30,000.00	\$17,496.00	58.32%
COMMUNITY SPORTS PARK	\$150,000.00	\$81,614.15	54.41%
YOUTH RECREATION	\$75,000.00	\$31,955.20	42.61%
YOLANO RECREATION PRG INC	\$7,965.66	\$2,596.10	32.59%
ADULT REC & LEAGUE PRGMS	\$97,351.51	\$40,743.00	41.85%
RECREATION CONTRACTS	\$75,000.00	\$38,553.25	51.40%
TOTALS	\$630,938.03	\$296,656.52	47.02%



Parks and Recreation Commission Communication

AGENDA ITEM

SUBJECT: Monthly Parks Report

DATE: January 27, 2014

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/Dog Park**

The Sports Park perimeter fence project has been completed. Staff requested, and received a onetime expenditure of \$40K in FY14 to install a green vinyl coated chain link fence that would encompass the west and north sides of the Sport Park (approximately 1,900 feet). The installation of this fence will help alleviate unpermitted groups or individuals from accessing the fields. Unauthorized use contributes to the wear and tear of the synthetic turf by groups who are not paying required field use permit fees, fees that in turn help offset operational costs. Since they are not permitted, most are not aware of, or do not adhere to the rules associated with the fields, i.e. unapproved footwear, skateboard and bicycle use, sunflower seeds, and other items that are detrimental to the fields. With designated entry points, we will now be able to display proper signage that will highlight appropriate use and permitting requirements of the fields. Of the seven gates installed, three will remain open during normal use hours.

Furthermore, user groups that procure the fields for tournament play through our permitting process will now have a means of collecting gate fees to help offset costs. This has been problematic in the past because there hasn't been a designated entry point where fees could be collected; the entry gates of the new fencing will address this issue. Another benefit of the fencing is the separation from the grass area behind the fields and the parking lot that has been created. This is an area where staff has considered installing (as funds permit) a playground site for children to play while games are going on. In the past, there has always been a concern of traffic so near to the site area, a concern which now has been addressed.

- **Brooks Pool Update**

Brooks Pool has been closed since last August for a major renovation of the pool and surrounding decking. The project consisted of the installation of new decking, drains, pool surface, high efficiency lighting, racing blocks, diving boards and an additional swim lane. During this scheduled downtime, staff was able to perform some much needed maintenance to the boilers, as well as assisting with oversight of the pool construction; this work is slated to be finished in late January to early February.

- **Cemetery**

1. ***Internments*** – The Woodland Cemetery had four interments during the month of December, one cremation burial and three full burials.
2. ***Sales*** – There was \$6,705 in sales for the month of December.
3. ***Operations*** – Staff employed one temporary maintenance workers at the cemetery during the month of December, they completed mowing, trimming and grounds maintenance.
4. ***Volunteers*** – A private citizen has volunteered to maintain the landscaping of one of the 122 raised family plots and will be planting in the early spring. In addition, an Eagle Scout will be doing the same type of work on the five raised lots that border the main entrance road.

Snapshot of Parks Primary Budgets through 1/21/14

Fund Source	Beginning Balance	Expenditures & Encumbrances	Remaining Balance	% Remaining
Brooks Swim Center	\$262,645.46	\$75,577.64	\$187,067.82	%71.22
Cemetery	\$368,011.47	\$170,773.58	\$197,237.89	%53.60
Gateway LLD	\$37,586.02	\$6,068.72	\$31,517.30	%83.85
General Fund Parks	\$874,802.44	\$337,248.00	\$447,944.44	%54.29
Gibson Ranch LLD	\$431,733.43	\$239,335.83	\$192,397.60	%44.56
Spring Lake LLD	\$353,040.15	\$179,295.18	\$173,744.97	%49.21
Sports Park	\$305,671.16	\$165,623.52	\$140,047.64	%45.82
Urban Forestry	\$355,568.31	\$160,176.32	\$195,391.96	%54.95
Spring Lake SLIF	\$27,124.39	\$3,205.22	\$23,919.17	%88.18

- **Cyclical Pruning**

Phase I of our scheduled cyclical pruning has been completed; West Coast Arborists (WCA) will now be tasked with tree maintenance in area 6 as part of our Phase II pruning project. There is approximately \$76K remaining in the contract service budget, of which \$45K has been slated for this cyclical pruning. The remaining funds will be utilized closer to the end of the fiscal year, thus allowing for unforeseen emergencies that may arise. If not used, the remaining fund will be allocated towards Phase III punning in area 13.

- **Service Requests / Work Orders**

Currently there are 368 attached and 244 unattached work orders that are open and waiting to be processed. This is a total of 612 pending tasks that are currently on the books waiting to be addressed. This backlog can be directly related to our current shortage of staff and underfunding of the Urban Forestry Program over the last several years.

- **Tree Removals**

For calendar year 2014, the UFG has removed 51 tree(s) of various sizes.

Respectfully submitted,

Gregor G Meyer
Public Works Director

Prepared By: Westley Schroeder, Park
Supervisor and Rob Sanders,
PW Deputy Director