

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

**PARKS & RECREATION COMMISSION
AGENDA
6:30 PM
JUNE 23, 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. Presentations (None)
- G. New Business (None)
- H. Committee Reports

- H.1 Urban Forest Committee-Review of Street Tree List

- H.2 Programs and Department Evaluation Committee-4th of July Survey (attachment)

- I. Consent Calendar
 - I.1 Adopt the Minutes of the Commission Meeting of May 19, 2014 (attachment)

J. Other Business

- J.1 FY 15 Work Plan (attachment)
- J.2 Fitness Initiative
- J.3. 4th of July Events and Sponsors (attachment)

K. Report of the Staff

- K.1 June Community Services Department Report-Christine Engel (attachment)
Recommendation: Information only
- K.2 June Parks Report/Street/Tree Report-Rob Sanders (attachment)
Recommendation: Information only

L. Next Meeting July 28, 2014

M. 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 23, 2014 was posted on June 20, 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.



Woodland Parks & Recreation Commission Survey

July 4, 2014

1. Which 4th of July events have you participated in today? (Check all that apply)

- | | |
|--|-------------------------------------|
| ☐ Bike Parade (Heritage Plaza) | ☐ First Time |
| ☐ Fireworks show (Woodland High) | ☐ First Time |
| ☐ Fun Run (Pioneer High) | ☐ First Time |
| ☐ Ice Cream Social (Senior Center) | ☐ First Time |
| ☐ Pancake Breakfast (Fire Station #3) | ☐ First Time |
| ☐ Swim Fest (Charles Brooks Center) | ☐ First Time |

2. How did you hear about the Woodland 4th of July Events? (Check all that apply)

- | | | |
|--|--|--|
| ☐ Flyer | ☐ Postcard | |
| ☐ Facebook | ☐ Word of Mouth | |
| ☐ Newspaper | ☐ Other: _____ | |
| ☐ Banner | | |
| ☐ Main/East | ☐ Sports Park | ☐ Woodland High |
| ☐ Gibson/Rd 102 | ☐ C&SC | |

3. Have you attended other Woodland Community Services Department Events? (Check all that apply)

- | | |
|---|---|
| ☐ Movies on Main Street | ☐ First Sundays Food Truck Mania |
| ☐ Farmer's Market | ☐ Rexpo |
| ☐ Father Daughter Dinner Dance | ☐ Tomato Festival |
| ☐ First Fridays Art Walk | ☐ Tree Lighting Ceremony |

4. Have you or your family participated in the recreation programs offered through the Community Services Department?

- ☐ Yes – What Program(s) _____
- ☐ No
- ☐ What Programs Should We Add _____

5. What is the best way to communicate with you about programs and events? (Check all that apply)

- | | |
|--|--|
| ☐ Email | ☐ Phone |
| ☐ Facebook/Social Media | ☐ Text Messages |
| ☐ Mail | ☐ Other: _____ |

6. Would you like to participate in a focus group for the Woodland Community Services Department?

- ☐ Yes Contact Info: _____
- ☐ No

Woodland Parks & Recreation Community Survey

(1) Which 4th of July Events have you participated in today or in previous years? (Check all that apply.)

- | | | | |
|--|-------------------------------------|--|-------------------------------------|
| ☐ Bike Parade (Heritage Plaza) | ☐ First Time | ☐ Fireworks show (Woodland High) | ☐ First Time |
| ☐ Fun Run (Pioneer High) | ☐ First Time | ☐ Ice Cream Social (Senior Center) | ☐ First Time |
| ☐ Pancake Breakfast (Fire Station #3) | ☐ First Time | ☐ Swim Fest (Charles Brooks Center) | ☐ First Time |

(2) How did you learn about this events? (Check all that apply.)

- ☐ Newspaper ☐ Email ☐ Mail ☐ Facebook ☐ Word-of-Mouth ☐ Flyer ☐ Banner: ☐ WHS ☐ PHS ☐ Main/East ☐ C&SC ☐ Road.102

(3) Have you attended other Woodland Community Service Department Events? (Check all that apply.)

- | | | | |
|---|--|---|---|
| ☐ Movies on Main | ☐ Father-Daughter Dance | ☐ First Friday Art Walk | ☐ Food Truck Mania |
| ☐ REXPO | ☐ Tomato Festival | ☐ Tree Lighting Ceremony | ☐ Farmer's Market |

(4) Have you or your family members participated in the Community Services Department's recreation programs?

- ☐ YES. ☐ NO. If YES, what programs: _____

(5) Email Address: _____@_____

***Would you like to receive emails about other City-Sponsored Events:** ☐ YES. ☐ NO.

(6) Would you like to participate in a Focus Group for the Community Services Department?

- ☐ YES. ☐ NO. Contact Info: () _____ Home Address: _____



WOODLAND PARKS on Facebook.

Woodland Parks & Recreation Community Survey

(1) Which 4th of July Events have you participated in today or in previous years? (Check all that apply.)

- | | | | |
|--|-------------------------------------|--|-------------------------------------|
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| ☐ Fun Run (Pioneer High) | ☐ First Time | ☐ Ice Cream Social (Senior Center) | ☐ First Time |
| ☐ Pancake Breakfast (Fire Station #3) | ☐ First Time | ☐ Swim Fest (Charles Brooks Center) | ☐ First Time |

(2) How did you learn about this events? (Check all that apply.)

- ☐ Newspaper ☐ Email ☐ Mail ☐ Facebook ☐ Word-of-Mouth ☐ Flyer ☐ Banner: ☐ WHS ☐ PHS ☐ Main/East ☐ C&SC ☐ Road.102

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- | | | | |
|---|--|---|---|
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| ☐ REXPO | ☐ Tomato Festival | ☐ Tree Lighting Ceremony | ☐ Farmer's Market |

(4) Have you or your family members participated in the Community Services Department's recreation programs?

- ☐ YES. ☐ NO. If YES, what programs: _____

(5) Email Address: _____@_____

***Would you like to receive emails about other City-Sponsored Events:** ☐ YES. ☐ NO.

(6) Would you like to participate in a Focus Group for the Community Services Department?

- ☐ YES. ☐ NO. Contact Info: () _____ Home Address: _____



WOODLAND PARKS on Facebook.

Parks & Recreation Commission Minutes

Monday, May 19, 2014

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 6:31 p.m. on Monday, May 19, 2014 at the Woodland City Hall Council Chambers.

Roll Call

Commission Members Present:

- Chair Jesse Salinas
- Vice Chair Enrique Fernandez
- Commissioner Joe Romero
- Commissioner Jon-Paul Valcarenghi
- Commissioner Carla White-Snyder
- Commissioner Ruben Morales Jr.

Commission Member Absent:

Staff Present:

- CS Director Christine Engel
- CS Manager Kris Bain
- PW Deputy Director Rob Sanders
- CS Administrative Secretary Cathy Haynie

Pledge of Allegiance

Communication-Commission/Staff Statements and Requests

Commissioner Valcarenghi attended the Cycle de Mayo event on May 3, 2014. He stated that it was a well organized event and that he would like to see 40-50 cyclists from Woodland attend next years event. Commissioner Salinas also attended Cycle de Mayo saying that it was a wonderful event and an easy ride. Commissioner Fernandez and Commissioner Morales Jr. attended the First Friday and First Sunday Food Truck Mania. Commissioner Morales Jr. and Commissioner White-Snyder attended a meeting with Woodland Little League, Cal Ripken and staff. Commissioner Morales Jr. would like to assist the user groups to establish a volunteer program for projects at the facilities used by the groups.

Committee Reports

Program & Department Evaluation Committee-4th of July Survey and Movies on Main Street

Commissioner Valcarenghi compiled the results of the April 25, 2014 survey from Movies on Main Street and went over the results with the Commission. Out of 25 surveys completed, 15 were attending Movies on Main Street for the first time.

Commission discussed any changes to the survey for use on the 4th of July. Haynie will send Commissioner Valcarenghi the word version of the survey for editing. Commissioner Valcarenghi will provide Haynie with the 4th of July Survey for inclusion in the June Commission Packet. Commissioners and staff discussed the different 4th of July events where the survey would be used. Decided on Freeman Park event from 10-11 a.m. and the Woodland High School Stadium from 7:30-8:30 p.m. Commissioners will sign up for a time slot at June meeting.

Program & Department Evaluation Subcommittee-Focus Group

Commissioner White-Snyder reviewed the notes from the April 29, 2014 Focus Group meeting. The cross section represented were Tennis Club, COA Commissioner, Seniors, Young Adults, Young Families, and Grandparents, including participants of Running, Basketball, Soccer, Baseball, and Softball.

Guidelines for Recognizing Youth Organizations-White-Snyder

Action: Valcarenghi Moved to accept with changes/ Morales Jr. Seconded Motion carried by the following roll call vote:

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

Noes:

Urban Forest Committee-Review of Street Tree List

Commissioner Valcarenghi met with Sanders and reviewed the Street Tree List. List appears inclusive of trees that will grow well in City, and what will not grow well in certain areas of the City. Commissioner Valcarenghi and Commissioner Romero will meet and bring back to Commission an updated Urban Forest Committee Workplan.

Fitness Initiative-Fernandez

Commissioner Fernandez apologized for being unable to attend the Fitness Initiative meetings. Engel stated that the next meeting was on June 26, 2014 at 11 a.m. and that the meetings have been moved to the fourth Thursday each month at 10 a.m.

Currently program includes monthly fitness workshops and demonstrations. There will also be a 30 day fitness challenge.

FY 2015 Workplan

Commissioners discussed the 2015 Workplan and the tie to the Committees. Commissioner Morales Jr. stated that a partnership with “Parks & Recreation” participants to beautify facilities will instill pride within the group and encourage better care of the facilities. The Volunteerism Committee will meet and bring an item for the Workplan. Other Committees will also bring items to add to the 2015 Workplan. Committees will develop Workplan items and send to Commissioner Salinas who will update the Workplan; sending it to Haynie to be included in the next meeting packet.

Consent Calendar (Items)

Adopt the Minutes of the Commission Meeting of April 28, 2014

Action: Valcarenghi with the correction / Morales Jr. Seconded to adjourn the meeting.

Motion carried by the following roll call vote:

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

Noes:

Reports of the Staff

Community Services Report

Commissioner Morales Jr. appreciated staffs follow up report on the Softball program.

Engel reported that with two months left of the Fiscal Year, Revenue is at 89% and the Budget is in good shape. Donations for the 4th of July firework display is at \$20,000.00. Bike parade, preshow, fireworks and public swim are the responsibility of the Community Services Department. With the assistance of RDM, Rob Wallace, supplies the sound and music for the preshow; and Sean Denny designs the posters and programs. The program at Heritage Plaza will be shortened with the parade starting at 10 a.m. the band Yolo Mambo will be performing, Shaved Ice and sunscreen will be provided.

Action: Received

Softball Program Report

Commissioner Salinas asked for public comment on this item. Sherri Mannering addressed the Commission stating that she had met with Engel. Engel stated that forming of the Woodland Adult Softball Committee should help address any issues as they arrive. Commissioner White-Snyder responded that Jeff Roddy gave 170% to the Adult Softball program. Not sure that anyone could commit that type of effort with the changes of policy and ASA rules.

Noteworthy Items

The first of a series of Tennis Tournaments were held at City Park on May 10, 2014.

Boxing program participant Eder Carrillo competed in the 2014 Golden Gloves Tournament of Champions in Las Vegas.

Parks Report

Sanders asked if Commissioner had any question on his report. No questions were asked.

Sanders reported that the balance of his budget is misleading since the majority of the balance will go to water charges.

Action: Received

Next Meeting June 23, 2014**Adjourn 8:20 p.m.**

Action: Fernandez Moved/ White-Snyder Seconded to adjourn the meeting.

Motion carried by the following roll call vote:

Ayes: Salinas, Valcarengi, White-Snyder, Morales Jr., Fernandez, Romero

Noes:

Draft FY15 Parks & Recreation Commission Annual Work Plan

Urban Forest Promotion	Status
Goal: Continue Woodland's tradition of maintaining a healthy urban forest. Objective: To provide educational outreach to the public about best practices for maintaining healthy trees in Woodland and to assist in activities that promote a healthy urban forest. Activities: The Urban Forest Committee will: • Finalize the City of Woodland Master Tree List. • Review and make recommendations to update City Forms related to city trees and the permit process. • Review the city website and make recommendations that improve citizen knowledge and access to information on the website. • Provide update to the Commission as appropriate.	Ongoing

Evaluation of Committee Restructuring	Status
Goal: Evaluate the changes made to the Committee structure and newly defined roles and responsibilities. Objective: To determine if the restructured committees have resulted in increased Commission engagement and improved outcomes for the community. Activities: • Schedule on future agendas a mid-year check-in and year end evaluation discussion. • Vote at year end to either continue with the new structure or make modifications as needed for fiscal year 2015-16.	Ongoing

Draft FY15 Parks & Recreation Commission Annual Work Plan

Volunteerism Enhancement	Status
Goal: Assess the parks, recreation and community services needs of the community. Objective: To assist with coordinating surveys and evaluations of parks, recreation and community services programs. Activities: The Volunteerism Committee will: • Lead efforts to conduct surveys at events planned by the Community Services Department. • Help recruit volunteers to participate in focus group discussions. • Provide periodic updates to the Commission as appropriate <u>Volunteer Recruitment Project:</u> Objective: To recruit volunteers within groups and organizations which utilize community facilities in order to assist city staff with the maintenance and beautification of those facilities and other city areas. Activities: The Volunteerism Committee will: • Meet with city staff to gain insight into the realities of allowing volunteer involvement with facility maintenance. • Begin discussions with user groups and individual users regarding their involvement in community service projects. a. Approach individual user groups seasonally. b. Approach more established user groups immediately. • Begin organizing “Days of Service.” a. “Days of Service” will be designated days in which facility users and user groups will be able to serve their community by participating in the maintenance of the facilities they benefit from.	Ongoing

Draft FY15 Parks & Recreation Commission Annual Work Plan

Review Policies	Status
Goal: Ensure policies are up-to-date and effective. Objective: To make sure policies address current and future needs of the City and community. Activities: Commissioners will review policies throughout the year as requested. <i>Policies Reviewed in FY13</i>	As needed

Contribute to the City's Fitness Initiative	Status
Goal: Help promote a healthy Woodland community, three Commissioners will serve on the City's fitness initiative organizing committee. Objective: To help provide leadership and coordination of activities that promote the fitness initiatives objectives such as good nutrition and various forms of exercise, such as "walking" and "biking". Activities: • Work with City's fitness initiative organizing committee to develop and implement a fitness initiative which is planned to be implemented citywide in 2015. • Commission members will research and promote efforts and activities that encourage exercise and healthy nutrition (the activities that are promoted are dependent on the goals identified by the organizing committee). • Provide the Commission updates as appropriate.	Ongoing

Draft FY15 Parks & Recreation Commission Annual Work Plan

Promote Healthy Community Planning and Engagement	Status
Goal: Become engaged in Yolo County’s planning efforts that will help shape future goals and strategies to achieve a healthier community. Objective: To provide the Woodland community with a critical voice in this important planning process. Activities: • Participate in the County Health Department’s “Healthy Yolo” strategic planning process. • Help identify key themes and strategic issues of a recently completed community health assessment. • Involve Commissioners, Woodland residents and city staff whenever possible. • Provide the Commission updates as appropriate.	Ongoing

Budget Review	Status
Goal: Provide budget oversight that is consistent with the Commission’s charter. Objective: To provide the Commission and public regular reports regarding the Department’s budget situation and recommend options for lowering program and facility fees as outlined in the voter approved Measure J and K. Activities: The Budget Committee will: • Meet with staff at least quarterly regarding the budget. • Committee members, in conjunction with staff, will provide quarterly budget reports to the Commission. • Committee members will work with staff in evaluating the cost and fiscal benefits of program changes that may be considered in the future and make recommendations to the Commission as needed.	Ongoing

Draft FY15 Parks & Recreation Commission Annual Work Plan

Program Review and Evaluation	Status
Goal: Provide the City Council and staff with community responsive program recommendations. Objective: To assist the City in reviewing program offerings and implementing the various aspects of recently approved Measure J and K. Activities: The Program Evaluation Committee will: • Create Evaluation forms/surveys to be distributed at events planned by the Community Services Department. • Work with Volunteerism Committee in gathering community input on existing and future Park and Recreation programs. • Promote and conduct focus groups meetings • Analyze data with the purpose of improving programs and services offered by the Community Services Department. • Incorporate into program recommendations all applicable Budget Committee cost and fiscal benefit analysis of any proposed program changes. • Make recommendations on program changes to the Commission as needed.	Ongoing



Legislation Text

File #: 14-197, **Version:** 1

TO: THE HONORABLE MAYOR AND CITY COUNCIL

DATE: June 17, 2014

SUBJECT: 2014 4th of July Sponsors and Events

Recommendation for Action : Staff recommends that the City Council receive a report on the 4th of July sponsors and events.

Staff Contact

Christine Engel, Community Services Director - (530) 661-2008, christine.engel@cityofwoodland.org

Fiscal Impact

The City events (Bike Parade, Freeman Park Family Fun Fest, and Fireworks Celebration) are funded by sponsors with over \$20,000 being donated by twenty-seven individuals, organizations, and businesses. Continuing as the “Grand Finale” sponsor is PG&E. The Woodland Elks Lodge, Waste Management, Adams Grain, Conaway Preservation Group, Nugget Markets, and Food-4-Less are “Shooting Star” sponsors. RDM Audio Visual Rentals, Main Street Music Studios, Denny Design, the WAVE, Woodland Chamber of Commerce, Woodland Healthcare, Clark Pacific, and Best, Best & Krieger are “Roman Candle” sponsors. “Sparkler” sponsors include West Yost Associates, Valley Tire Center, Pioneer Investors, Turn of the Century, Teichert, Dr. Glen Warganich-Stiles & Dr. Bill Marble, the Wiseman Company, Davies Enterprises, Lawson Property Management, Tom & Meg Stallard, BlackPine Holdings, and Woodland Recreation Foundation.

Summary of Events

The following outlines the full day of events that will be held to celebrate the 4th of July, culminating with the City’s 22nd annual fireworks show.

Fun Run : Woodland Schools Foundation hosts a fun run/walk that starts and ends at Pioneer High School. This event raises money for Woodland schools. Registration is from 6:45 am - 7:15 am and the race begins at 7:30 am. Information about this event can be found at www.woodlandschoolsfoundation.org (under Upcoming Events).

Pancake Breakfast: The Woodland Professional Firefighters Association annual 4th of July Pancake Breakfast will be held at Fire Station #3 (1550 Springlake Court) from 8 am until 11 am. Donations are being raised for the Woodland Music Boosters. Information about this event can be found at www.WPFA4029.org.

Bike Parade and Freeman Park Family Fun Fest: The City of Woodland and the Woodland Bike Campaign are proud to host the annual 4th of July Bike Parade & Celebration for kids and adults. This special family-friendly event is growing and the goal is to see 500 bikes roll down Main Street this year. Businesses are

invited to participate by decorating a bike and/or wagon. Wheelchairs are welcome. Decorating and registration begins at 9 am at Heritage Plaza (or participants can arrive with their bikes already decorated). The parade will begin at 10 am (prizes for the best decorated bikes will be awarded at Freeman Park). Bayside Church and Watermelon Music have generously donated their time and services to make this event possible. The Main Street Parade of Bikes will begin at 10 am and will ride to Freeman Park where there will be live music performed by Yolo Mambo and other activities.

Ice-Cream Social : The Woodland Senior Center Computer Club will be hosting its annual ice-cream social from 1 pm - 3 pm at the Woodland Community & Senior Center. This event will also include entertainment and music.

Swim Fest: A free swim fest will be held from 1 pm - 4 pm at the Charles Brooks Community Swim Center.

Fireworks Celebration: The pre-fireworks festivities will begin at 6 pm at Woodland High School. An obstacle course, bounce house, games, music, and food will be available. Following a traditional Honor Guard ceremony conducted by the American Legion and the singing of the National Anthem, the fireworks show is scheduled to begin around 9 pm.

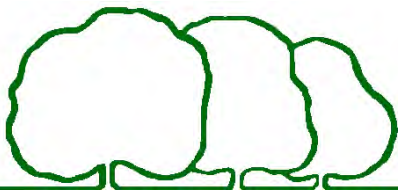
Conclusion

Staff recommends that the City Council receive a report on the 4th of July sponsors and events.

Prepared by: Christine Engel, Community Services Director



Paul Navazio, City Manager



Parks & Recreation Commission Communication

AGENDA ITEM

SUBJECT: Monthly Parks & Recreation Report

DATE: June 23, 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.

Summer Programming Overview

Aquatic summer programming kicked off on June 16, with the opening of free Public Swim at Charles Brooks Community Swim Center from 1:00-4:00 p.m, Monday through Fridays. The first week of swimming lessons also started on June 16. This first week offered evening lessons only, as the morning hours were utilized for staff training. Session 1, starts on June 23, offering morning and evening lessons for ages 6 months to adults. Many classes have reached capacity for the first session; private lessons have nearly sold out through July 17. The Junior Lifeguard program also began on June 23; a 6-week program for participants ages 11-14 to learn the basic skills necessary to become a lifeguard.

The Summer Time Fun Club program opened on June 16 at Ferns, Pioneer, and Woodside Parks. The program offers games, sports, arts & crafts, and field trips for program participants during the summer for youth up to 6th grades. Fun activities planned this summer include “Super Mega Fun Day”, Hollywoodland (annual talent show), and trips to the Community Center for movie days. The program also travels weekly to the pool to cool off. Funding from CDBG provided forty-nine \$50 camperships for qualified families. Over 100 participants are enrolled in the first five-week session.

Over 100 temporary staff and volunteers are needed to run the aquatics and Summer Time Fun Club programs.

Adult Sports

Adult Softball: The summer season is underway. This summer's league has 56 teams with over 670 participants. In response to participant's concerns about the program, staff implemented a softball committee for the program. The first committee meeting was held on May 27, and will continue to meet once a month throughout the year. Twenty participants attended the first meeting and staff has received positive feedback regarding new rules and many ideas for improving the program. The next softball committee meeting will be held on June 24 at 6:00 p.m.

Aquatics

Swimming Lessons: Swimming lesson registration for FY 2013-2014, has surpassed last year's registration with nearly three weeks left in the fiscal year. Over 130 are registered for pre-season lessons beginning on June 16 (classes only offered during evening times.) Session 1 begins on June 23 with morning and evening lessons; over 460 participants are enrolled for the first two-week session. The demand for swimming lessons is so high, staff re-organized lesson times and classes and added 64 more classes for the summer season.

Swim Meets: The Woodland Swim team hosted two long course meets, collectively bringing over 1,400 athletes to the pool May 23-25 and June 6-8.

Water Aerobics: Water aerobics class participation has started to increase with the warm weather. The morning class time has moved a half hour later to run 8:30-9:30 a.m. in an effort to accommodate the increased participation of the city's recreation swim team and swim lessons programs. Evening water aerobics has also changed to run a half an hour later from 7:30-8:30 p.m.

Water Polo: The recreational water polo program started June 16 for 6-week session. The program runs on Monday and Wednesday evenings from 7:30-8:30 p.m. and teaches the foundational skills of water polo.

Woodland Wreckers: The Woodland Wreckers participated in the first league meet of the season on May 31. The Wreckers were victorious as they faced Rio Vista. The team has become a model for other teams in the league, demonstrating excellent parent-volunteer involvement and athlete participation.

Community Center & Sports Park

Facility Reservations: Rooms at the Community & Senior Center were reserved during the month of June by/for: Cambridge Jr. College Graduation, a wedding reception, a quinceanera, Yolo County Elections as a voting location, several community groups meetings, Luna Vista Rotary, the Woodland Soccer Club, and various City-related meetings.

Facility Operation & Maintenance: Several double door windows within the Community & Senior Center are being tinted to reduce glare coming into various rooms. Staff is gathering bids to complete painting in other area of the building. Additionally, staff is looking to improve the acoustics within the gymnasium during events and is pursuing viable options.

Due to an amount of graffiti appearing on exterior tables and benches around the Banquet Rooms and Meeting Rooms, locks were installed on the gates outside of these rooms. Having the gates locked has prevented any further vandalizing from occurring.

Sports Park Tournaments: The Sports Park was reserved for tournament play 8 of 9 weekend dates available for youth travel baseball. Tournament play was cancelled on June 1st due to low or no registered teams. The total revenue captured for tournament reservations in May was \$18,000.

Senior Center

Senior Resource Fair: The Senior Resource Fair, held on Wednesday May 28, included over seventy vendor resources related to seniors. Over 200 seniors were able to gather important information and network with others who could provide other assistance. The Senior Resource Fair was held in conjunction with the National Senior Fitness Day, an event the YMCA Fitness & Wellness Center sponsored. To kick off the event, the YMCA provided a fun walk around the facility. New this year several informative presentations and fitness demonstrations were available for attendees to attend.

Yoga and Meditation: Participants from the Yoga and Meditation class have recommended for the class to be taught every week; Volunteer Instructor Garrie Wright is willing to accommodate this request. Starting in August, Yoga will be held every Thursday at 1 p.m., rather than the scheduled 2nd, 3rd, and 4th Thursdays of the month. Yoga and Meditation has grown to 30-45 participants at every class and uses three meeting rooms.

Youth Recreation

Summertime Fun Club: On May 31, June 1, and June 7, lead Summertime Fun Club staff conducted training for all employees and volunteers working within the program. Topics discussed included: an introduction to the City of Woodland organization, planning for the summer, leading activities, CPR/First Aid, and were given an opportunity to lead a game or craft in front of actual children. A total of 15 staff and 15 volunteers went through the training. Summertime Fun Club staff members create a weekly activity calendar that is shared with parents and participants of the program.

Tennis Updates: Community Services contracts with the Cello International Tennis Academy (CITA) for tennis activities in Woodland. Head tennis professional Michael Kwong released an updated tennis schedule for summer classes. Added to this summer's offering is the Summer Junior

Tennis Academy where young participants practice tennis match skills and play scrimmage matches against other local tennis camps within the area.

Teens Helping Seniors: Staff has spent the month of May seeking teen volunteers through various outreach opportunities within the community at the junior high and high schools. Staff has distributed the senior work request forms within the Senior Center, at the Senior Resource Fair, and Leisureville. This year, Mari Sanchez will be the coordinator of the Teens Helping Seniors program. Mari is a teacher at Maxwell Elementary School and has 14 years of service with the Community Services Department in youth recreation programs.

Yolo Stage Company: This summer Yolo Stage Company and the City of Woodland is featuring a production of Seussical Jr. "Auditions" were held on May 30 & 31, teaching lyrics and choreography to participants. The audition workshops help to place participants into roles of the musical that best suits their talents. This summer's program is full with 39 participants. The creative team features Sara Townsend as Director, Lenore Heinson as Musical Director, Yvette Corvo-Misner as Choreographer and Kathy Trott as Producer. The summer workshop and rehearsals occur June 23 through July 25 and performances will be held July 24-27 at the Community & Senior Center. This is the 18th season of the Yolo Stage Company.

Dates to Note

July 4: Annual City of Woodland 4th of July Celebration

July 6: First Sunday Food Truck Mania (First and Main Street, 4-6 p.m., note new time for July)

July 11: First Friday Art Walk (downtown Woodland, note 2nd Friday)

SUBJECT: Monthly Parks & Recreation Report

PAGE: 5

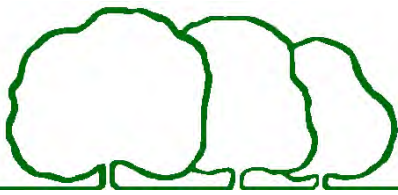
ITEM:

RECREATION DIVISION - BUDGET SNAPSHOT thru 6/17/14

Program	Budget	Expenses & Encumbrances	Balance	% Remaining
General Fund				
Parks & Recreation Admin	\$239,581.26	\$237,518.62	\$1,965.64	0.82%
Community & Senior Center	\$802,084.88	\$819,148.40	-\$23,521.62	-2.93%
Brooks Swim Center - Recreation	\$134,580.35	\$129,285.54	\$5,237.81	2.79%
General Recreation Programs	\$365,804.55	\$388,461.10	\$27,343.45	7.47%
Enterprise Fund				
Youth Center Enterprise	\$362,180.59	\$263,545.89	\$80,466.81	22.22%
TOTAL RECREATION BUDGET	\$1,904,231.63	\$1,788,059.55	\$90,006.09	4.73%

RECREATION DIVISION - REVENUE SNAPSHOT thru 6/17/14

Account Title	FY14 Projection	FY14 Revenue to Date	% of Projection
RED CROSS COURSE FEE	\$512.50	\$3,789.00	739.32%
MSC. SALES	\$843.43	\$1,746.96	207.13%
C BROOKS SWIM CTR REV	\$112,859.53	\$112,934.57	100.07%
SENIOR PROGRAMS REVENUE	\$5,000.00	\$9,006.40	180.13%
COMMUNITY SENIOR CENTER MISC	\$76,405.40	\$84,652.45	110.79%
COMMUNITY FITNESS CENTER	\$30,000.00	\$34,992.00	116.64%
COMMUNITY SPORTS PARK	\$150,000.00	\$181,994.56	121.33%
GENERAL RECREATION	\$75,000.00	\$62,036.64	82.72%
YOLANO RECREATION PRG INC	\$7,965.66	\$5,494.70	68.98%
ADULT REC & LEAGUE PRGMS	\$97,351.51	\$94,767.00	97.35%
RECREATION CONTRACTS	\$75,000.00	\$98,317.95	131.09%
TOTALS	\$630,938.03	\$689,732.23	109.32%



Parks and Recreation Commission Communication

AGENDA ITEM

SUBJECT: Monthly Parks Report

DATE: June 23, 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.

Parks

- Pioneer Park

1. A new interactive piece of playground equipment has been installed near the south/west shade structure. Staff believes that this will be a very popular and heavily used play structure, which will get kids moving and staying active.

Parks staff would also like to thank the Electrical Crew for all of their assistance installing power to the equipment, thanks again for all of your hard work.

2. The restrooms have been painted and resurfaced. Additionally, the surrounding shade structures have been pressure washed and painted to their original color scheme. This has given the park a much needed facelift which has made a huge difference with the overall appearance of the site.
3. The large playground has received 100 yards of new Certified Structured Playground Surfacing (Wood/Bark). This will make the surface more kid friendly, as well as raising the surface level around all of the playground structures which will allow for a much more enjoyable experience.

- Brooks Swim Center

The building repairs at Brooks Pool have been completed. Repairs were made to the support beams and soffits which included a significant amount of dry rot work. The entire main building was painted with a new color (grey and graphite), as well as the trim of the secondary facility.

- Hiddleson Pool

Staff will be consulting with Aquatic Design Group (ADG) for a needs assessment for Hiddleson Pool. This is being done as a feasibility study for the possible reopening of the site. The scope of service will include the following;

1. Visit the project site and meet with staff to determine facility program needs and other issues to be addressed.
2. Document existing conditions, including identification of code violations and safety / maintenance concerns.
3. Identify ADA requirements for the swimming pool, pool building and parking lot path of travel.
4. Identify any operations and/or maintenance concerns.
5. Identify any potential enhancements to allow the facility to better serve the programs.
6. Prepare a written memo-style report outlining observations and making recommendations for mitigation. Provide cost estimates for the recommendations.
7. Forward draft copy of report with design options for client review and comment.
8. Upon receipt of client comments, prepare final memo-style report and provide an original copy, as well as digital copy in Adobe .pdf format.
9. Consultant shall make a total of two (2) trips to project site and / or offices of client as requested. Additional site visits will be billed under our normal hourly rates including reimbursable expenses.

- Cemetery

1. **Internments** – The Woodland Cemetery had three interments, two cremains and one full burial during the month of May.
2. **Sales** – There was \$6,233 in sales for the month of May.

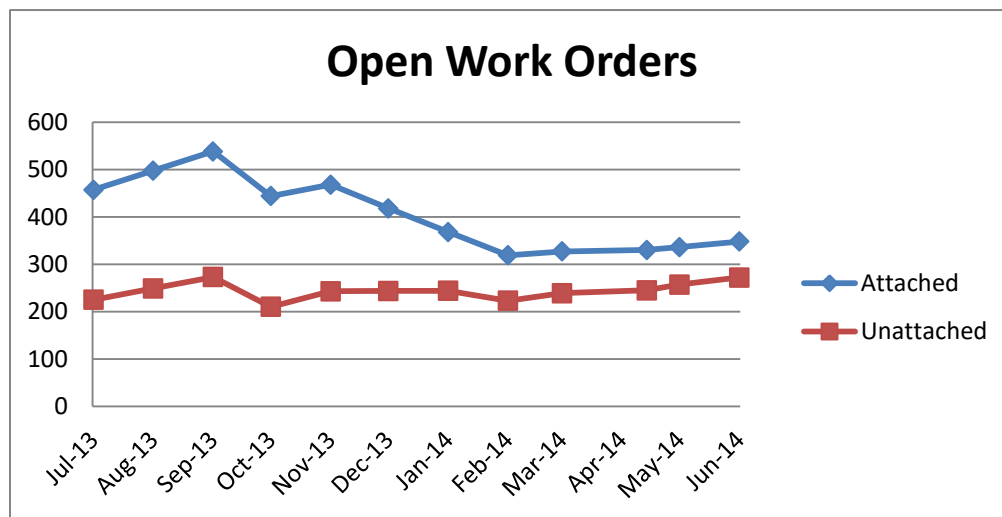
3. **Operations** – Staff employed two temporary maintenance workers at the cemetery during the month of May. Staff performed string trimming, mowing, tree planting, as well as some weed control applications.
4. **Volunteers** – Brandi Gomez, a local resident, has volunteered to perform landscape maintenance and other related tasks at the facility. She will be working approximately 8 hours a month. Brandi is not affiliated with a group or organization, she is simply just wants to give back to her community, and we appreciate her efforts.

Urban Forestry

- **Service Requests / Work Orders**

Currently there are 348 attached and 272 unattached work orders that are open and waiting to be processed. This is a total of 620 pending tasks that are currently on the books waiting to be addressed.

Below is a graph depicting the volume of work orders over the last 12 months.



Attached work orders are tasks that are service call generated, e.g. hazards, requests for pruning and removals, tree evaluations and plantings.

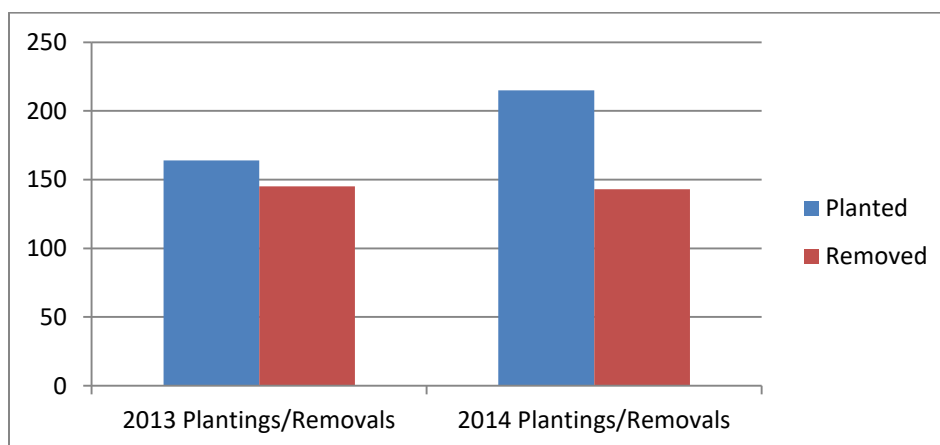
Unattached work orders are tasks that are internally created, e.g. stump and tree removals, small tree care and insecticide treatments.

- **Tree Master List**

Staff met with Commissioner's Valcarengi and Romero to discuss recommended edits to the City's Tree Master List. All were in agreement that consistency and uniformity should be prevalent in the document before being submitted. Identified inconsistencies were corrected and submitted to the City of Woodland Community Development Department (CDD) for inclusion into the 14/15 Engineering Standards and Details. Staff will provide a copy of the edits as soon as they are available.

- **Tree Removals/Plantings**

1. The UFG planted 164 trees compared to 145 removals in calendar year 2013.
2. To date for calendar year 2014, the UFG has planted 215 trees compared to 143 removals.



3. Three Beef Wood trees have been removed on CR 98 just south of Gibson Rd. The drop-off and roots from these trees has been causing extensive damage to the neighboring yards and pool systems, as well as the adjacent pathway. The stumps will be ground down and a different species of tree that is more conducive to this area will be planted.

Snapshot of Parks Primary Budgets through 6/17/14

Fund Source	Beginning Balance	Expenditures & Encumbrances	Remaining Balance	Percent Remaining
Brooks Swim Center	\$262,645.46	\$244,678.59	\$17,966.87	06.84
Cemetery	\$368,011.47	\$297,309.35	\$70,702.79	19.21
Gateway LLD	\$37,586.02	\$6,767.06	\$30,818.96	82.00
General Fund Parks	\$874,802.44	\$613,598.37	\$254,952.79	29.35
Gibson Ranch LLD	\$431,733.43	\$346,278.46	\$85,454.97	19.79
Spring Lake LLD	\$353,040.15	\$258,523.33	\$94,516.82	26.77
Sports Park	\$305,671.16	\$290,496.99	\$17,220.54	05.60
Urban Forestry	\$355,568.31	\$326,539.43	\$29,028.88	08.16
Spring Lake SLIF	\$27,124.39	\$7,560.09	\$19,564.09	72.13

SUBJECT: Monthly Parks Report

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ITEM:

Respectfully submitted,

Gregor G Meyer
Public Works Director

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