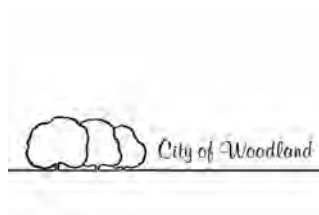


City of Woodland

*300 First Street
Woodland, CA 95695*



Meeting Agenda - Final

Monday, October 26, 2015

6:30 PM

**Woodland Community & Senior Center
2001 East Street**

Parks & Recreation Commission

A. Call to Order**B. Roll Call****C. Pledge of Alligence****D. Communications-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. Communication-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. New Business**G. Committee Reports**

[16-175](#) Committee Reports

Attachments: [FY 16 Work Plan](#)

[Public PRC Rosters 2015](#)

H. Consent Calendar

[16-176](#) September 28, 2015 Minutes

Attachments: [92815 PRC Minutes](#)

I. Other Business**J. Report of the Staff**

[16-173](#) Community Services Report for October 26, 2015

Attachments: [Recreation Report 102615.pdf](#)

[15.002 Springlake N3 Park Master Plan- Phasing Plan - 15 10-01.pdf](#)

[16-174](#)

Parks/Trees/Streets Report for October 26, 2015

Attachments: [October 2015 Parks Report.pdf](#)**K. Next Meeting****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 October 26, 2015 was posted on October 22, 2015 in the outside display case at 2001 East Street, City Web pages and was available to the public during normal business hours.

Cathy Haynie, Administrative Supervisor

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.

Legislation Details (With Text)

File #: 16-175 **Version:** 1 **Name:**

Type: P&R Committee Reports **Status:** Agenda Ready

File created: 10/19/2015 **In control:** Parks & Recreation Commission

On agenda: 10/26/2015 **Final action:**

Title: Committee Reports

Sponsors:

Indexes:

Code sections:

Attachments: [FY 16 Work Plan](#)
[Public PRC Rosters 2015](#)

Date	Ver.	Action By	Action	Result
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Committee Reports

FY16 Parks & Recreation Commission Annual Work Plan

1. Urban Forest

Goals	Status
Work toward helping the city meet its goal of planting 2400 trees in two years AND fostering community involvement in planting and maintaining a healthy urban forest. Coordinate a project to plant shade trees along bike routes in the city. • Reach out to community organizations and individuals to partner with on this project • Identify Bike routes in need of shade • Coordinate with city staff to identify relevant zoning and code concerns • Identify available resources for materials and volunteers	Approved

2. Review Policies

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

3. Evaluate Committee Restructuring

Goals	Status
To evaluate the changes made to the Committee structure and newly defined roles and responsibilities. Objective: 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 2016-17.	Approved

4. Promote Community Planning and Engagement

Goals	Status
To promote enhanced civic engagement on key initiatives such as Measure J, Parks Master Plan, Urban Forest, Fitness Initiative, Volunteerism, etc. Objective 1: To use best practice models for enhancing community engagement. Objective 2: To develop adaptations to outreach and service delivery reflecting an enhanced understanding of cultural diversity and community needs. Activities: • Research best practice models for community outreach and civic engagement. • Start implementing best practice models • Establish an Advisory Committee to develop a strategic plan to more effectively engage the non-English speaking community. • Start implementing Advisory Committee recommendations. • Involve Commissioners, whenever possible. Provide the Commission updates as appropriate.	Approved

5. Review and Evaluate Parks Master Plan

Goals	Status
Review and evaluate Parks Master Plan and make prioritized recommendations to the City Council Objective: To work with staff to prioritize recommendations and where possible help develop strategies for implementation. Activities: • Schedule discussions on Commission agendas. • Make Committee assignments as needed • Develop recommendations and submit to City Council for consideration.	Approved

6. Budget and Finance Review

Goals	Status
To provide budget oversight that is consistent with the Commission's charter. Objective: To work with staff on key Park and Recreation fiscal issues and provide the City with recommendations on related services Budget Committee Activities: • Work with staff to review cost and revenue options associated with the Parks Master Plan (PMP). • Work with staff to make recommendations on which PMP elements to pursue from a prudent fiscal basis. • Work with staff to identify viable long-term solutions to address the sports complex current operational deficit and present options to the Commission. • Receive budget briefing from staff at least quarterly. • Committee Members and staff will jointly provide quarterly budget reports to the Commission. • Committee members will work with staff in evaluating the cost and fiscal benefits of program changes and make recommendations to the Commission as needed.	Approved

7. Volunteerism Committee

Goals	Status
Work with staff to review and update a volunteer list. • Reach out to individuals and organizations in the community who are willing to volunteer. Identify potential projects in the community. • Talk with potential volunteers about needs/projects at the parks they use. Coordinate and complete one community project with the help local volunteers.	Approved



Parks & Recreation Commission

NAME	E-MAIL ADDRESS	Term Expiration
Carla White-Snyder, Vice Chair	whiteca@sutterhealth.org	12/31/2017
Enrique Fernandez	Eaf.fernandez@gmail.com	12/31/2017
Jesse Salinas, Chair	jessesalinas333@gmail.com	12/31/2018
Ruben Morales Jr.	rubenmorales@mezgerbros.com	12/31/2015
Stephanie Miller	sluthe2001@yahoo.com	12/31/2018
Joe Romero	joeromerojr@gmail.com	12/31/2018
Jon-Paul Valcarenghi	jonpaulval@gmail.com	12/31/2016

STANDING COMMITTEES

(Max. 3 commissioners)

Playground & Facilities Committee

Romero, **Morales Jr**, White-Snyder

Budget and Finance Committee

Salinas, Romero, Miller

Child, Youth & Programs Committee

Miller, Morales, White-Snyder

Program & Department Evaluation

Salinas, Valcarenghi, **Fernandez**, (White-Snyder)

Urban Forest Committee

Romero, **Valcarenghi**

Ad Hoc Committee

Salinas, **White-Snyder**

Liaisons

Baseball: Romero

Football: Morales Jr.

Soccer: Salinas

Swimming: Fernandez

Softball: White-Snyder

Tennis: Miller

Volunteerism Committee

Morales Jr., Fernandez, Valcarenghi

* Bold indicates lead Commissioner for the Committee

* () Indicates Alternate

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

Legislation Details (With Text)

File #: 16-176 Version: 1 Name:
Type: P&R Consent Calendar Status: Agenda Ready
File created: 10/19/2015 In control: Parks & Recreation Commission
On agenda: 10/26/2015 Final action:
Title: September 28, 2015 Minutes
Sponsors:
Indexes:
Code sections:
Attachments: [92815 PRC Minutes](#)

Date	Ver.	Action By	Action	Result
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TO: PARKS & RECREATION COMMISSION

DATE: October 26, 2015

SUBJECT: September 28, 2015 Minutes

Recommendation for Action:

Approve the September 28, 2015 Minutes.

Background Information:

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

Staff Contact

Cathy Haynie, Community Services Administrative Supervisor, 661-2009,

cathy.haynie@cityofwoodland.org <<mailto:cathy.haynie@cityofwoodland.org>>

Respectfully submitted,

Cathy Haynie, Administrative Supervisor

Parks & Recreation Commission Minutes

Monday, September 28, 2015

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

Call to Order

The Parks & Recreation Commission meeting was called to order by Chair Jesse Salinas at 6:30 p.m. on Monday, September 28, 2015 at the Woodland City Hall Council Chambers.

Pledge of Allegiance

Roll Call

Commission Members Present: Chair Jesse Salinas
 Vice Chair Commissioner White-Snyder
 Commissioner Jon-Paul Valcarenghi
 Commissioner Fernandez
 Commissioner Joe Romero
 Commissioner Stephanie Miller

Commission Member Absent: Commissioner Ruben Morales Jr.

Staff Present: CS Director Engel
 PW Deputy Director Rob Sanders

Presentation (none)

Consent

Election of Vice Chair

Action: Commissioner Salinas moved the election of Vice Chair to the beginning of the agenda. Commissioner Salinas nominated Commissioner Valcarenghi for Vice Chair; Commissioner White-Snyder seconded the motion. Motion carried by the following roll call vote:

Ayes: Salinas, Valcarenghi, White-Snyder, Fernandez, Romero, Miller

Noes: none

June 22, 2015 Minutes

Action: Commissioner Romero moved to approve the May 18, 2015 minutes as written; Commissioner White-Snyder seconded the motion.

Motion carried by the following roll call vote:

Ayes: Salinas, Valcarenghi, White-Snyder, Fernandez, Romero, Miller

Noes: none

Commissioner Salinas left the meeting at 6:36 p.m.

Public Comment

John Gerald provided public comment on behalf of WSC. They were issued field issue permits for the soccer fields and provided the schedules to their coaches. Permits were pulled by the City and they lost fields. Fields were lost to Adult Softball and then to another league. He would like to review the pecking order of field allocation for the users (adult softball and the two youth soccer groups). He feels that the other soccer organization should have fewer fields than WSC since they (DASA) also get to practice in Davis. Woodland Soccer Club also practices at Woodland High, but their practice time is limited there since the high school has soccer games. Commissioner White-Snyder and Commissioner Romero indicated they could meet with Mr. Gerald to discuss his concerns. Staff will provide an update at the next meeting.

Communication-Commission/Staff Statements and Requests

Commissioner Romero stated on Thursday October 1, 2015 there will be a block party at City Park from 4:30-8:30 p.m. kicking off Energy Month.

Committee Reports

Commissioner Miller reported that she and Commissioner White-Snyder attended a meeting to discuss the proposed Community Services Youth Committee; Commissioner Miller has been reaching out to potential applicants.

Work Plan

Commissioner Fernandez asked about the status of the Park Master Plan. Engel explained that staff is still reviewing the plan. She stated that she would be requesting that the plan be called a "Recreation Study" rather than a "Draft Master Plan" as it does not update the existing master plan (it does not identify the quantity of recreation facilities a city the size of Woodland should have and how many we should have with the proposed growth in the upcoming General Plan). Engel stated that she hopes to have the plan available for the Commissions review in October or November. Commissioner White-Snyder requested that there should be dates for the work plan tasks to ensure the work plan tasks are accomplished. The group reviewed ad-hoc committees and if specific sub-committees are specifically responsible for certain goals in the work plan. It was discussed that the work plan is broad and some subcommittees will work on many tasks. Commissioner White-Snyder would like to see committees get active and report back to the commission at each meeting; she would like to see more structure. Commissioner Fernandez has reached out to various church leaders to see what the concerns are of residents; he also met with the juvenile judge for Yolo Superior Court to discuss recreational activities. Commissioner Valcarengi would like to see a Committee update on the Youth Commission.

Staff Reports

Community Services Report

Engel provided an update on the Community Services report. An update was provided on Hiddleson Pool (staff has met with the City Council subcommittee; staff has received some quotes for demolition work). Currently staff is developing a plan to move forward with demolition of the facility and determining how much funding is

available to restore the site for park use. Public outreach for the project will occur, most likely early in 2016. It is anticipated that the demolition will occur in the spring.

Action: Received

Parks Report

Sanders provided an update on the Public Works report. He expressed his appreciation for Sunrise Rotary donating the funds for a new climbing net at Ferns Park. He also expressed his appreciation for Yocha Dehe and Little League for their contributions for a new restroom at Camarena Field. He explained the two ASR wells at Ferns Park and also Christiansen; the construction could have a negative impact for park users. Construction will occur through the winter. A new tree trimmer was hired. Commissioner White-Snyder asked if the new bathroom at Camarena Field replaced the footprint of the existing bathroom, he said yes. Commissioner Miller mentioned that there are tree hazards at City Park and Woodside Park. He explained that the City has a new app for phones for people to report maintenance requests. Commissioners asked about the possible impacts from the drought and if we could see trees and limb failure. Sanders provided an update on the Legacy Grove; they started to lay out some of the conceptual design. City staff has also started to remove some unused irrigation lines. Staff is continuing to work with the Woodland Tree Foundation on the project.

Commissioner White-Snyder requested that every agenda packet include a roster and committee assignments.

Commissioner White-Snyder mentioned that the Commission was asked if any members wanted to serve on the WRF. She stated she is a member of the board and that they awarded about \$10,000 to local non-profit organizations.

Sanders mentioned that Bayside Church assisted with spreading bark at Campbell Park, there were about 30 volunteers.

Action: Received

Items for next meeting:

Subcommittee Reports

FY16 Work Plan

Commission Roster

Adopt Minutes September 28, 2015

Community Services Report

Parks/Street/Tree Report

Next Meeting October 26, 2015

Adjourn 7:59 p.m.

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

Motion carried by the following roll call vote:

Ayes: Valcarenghi, White-Snyder, Fernandez, Romero, Miller

Noes: none

Legislation Details (With Text)

File #: 16-173 Version: 1 Name:
Type: P&R Report of the Staff Status: Agenda Ready
File created: 10/19/2015 In control: Parks & Recreation Commission
On agenda: 10/26/2015 Final action:
Title: Community Services Report for October 26, 2015
Sponsors:
Indexes:
Code sections:
Attachments: [Recreation Report 102615.pdf](#)
[15.002 Springlake N3 Park Master Plan- Phasing Plan - 15 10-01.pdf](#)

Date	Ver.	Action By	Action	Result
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TO: PARKS & RECREATION COMMISSION

DATE: October 26, 2015

SUBJECT: Community Services Report for October 26, 2015

Recommendation for Action:

None. Information only.

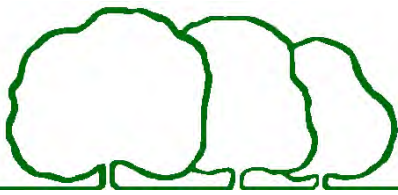
Background Information:

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

Staff Contact

Kris Bain, Community Services Program Manager, 661-2002, krista.bain@cityofwoodland.org

Prepared by: Kris Bain
Community Services Program Manager



Parks & Recreation Commission Communication

AGENDA ITEM

SUBJECT: Monthly Community Services Report

DATE: October 26, 2015

PREPARED BY: Community Services Department

RECOMMENDED ACTION:

None. Information only.

BACKGROUND INFORMATION:

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

Commit2Fit 30-Day Fitness Challenge

The City of Woodland, along with several community partners, is launching its 2015 “November Commit2Fit (C2Fit)” 30-Day Fitness Challenge beginning November 1. C2Fit is a citywide fitness initiative aimed to increase physical activity and promote a healthy lifestyle. Anyone who lives, plays, or works in Woodland is welcome to participate. Participants can take advantage of free group exercise classes offered by C2Fit community partners. Community partners include Cross Courts Athletic Club, In-Shape Fitness, Kaia F.I.T., Kuk Sool Won, The Max Challenge, NorCal Indoor Sports, Oasis Club and Spa, Woodland Swim Team and the YMCA Fitness Center. Other key partners include Dignity Health, Yolo County, and Woodland Joint Unified School District. In addition to offering free group exercise classes, In-Shape Fitness and the YMCA Fitness Center are allowing any registered C2Fit participant a 30-day unlimited pass to use their facilities and participate in all of their classes.

The Commit2Fit Kick-off event will be held at the Woodland Community & Senior Center (2001 East Street) on Tuesday October 27th from 5:30-7:30 p.m. People will have an opportunity to talk with the program sponsors, eat healthy food, and register for the 30-Day Fitness Challenge.

Aquatics

Swim Lessons Fall Sessions 1, 2, and 3: The first season of Measure J Fall Swim lessons started on August 31st and concluded on October 8th. This program offered three 2-week sessions for Goldfish, Sea Horse, and Swordfish. Each session had 27 spots available for participants. Session 1 had 20 participants, Session 2 had 14 participants, and Session 3 had 10 participants. Fees collected for this program were \$2,640. The small class sizes provided the perfect opportunity for the participants to learn swimming skills in a small group environment. Next year it is suggested that Session 1 start earlier than August 31 (this will be dependent on the annual pool maintenance schedule) and that Session 3 not be offered (since the enrollment was low). Additionally, a Tadpole Parent Toddler class will be added to the programing (this class is very popular during summer).

Community Center & Sports Park

Facility Reservations: Rooms at the Community & Senior Center were reserved during the month of October by/for: a Zumbathon for City of Woodland (Relay for Life participants), WUAC, Association Of CA Water Agencies, Health Net Members Meeting, YGRIP, several quinceaneras, a celebration of life, Anthem Blue Cross, Yolo County Mexican American Concilio, Step Up & Power Down, a baby shower, Hearing Aid Services educational seminar, Woodland Soccer Club, Literacy Coalition Conference, Luna Vista Rotary, several community groups meetings, and various City-related meetings.

Measure J Updates

After School Teen Pack: The 2015-2016 After School Teen Pack at Douglass and Lee Middle Schools is going strong. Douglass averages 12-14 students per day with a total of 84 students during August and 254 students in September. Lee averages 8-10 students per day with a total of 72 students during August and 146 students in September. To help increase participation numbers students are creating posters that will be hung on campus to further advertise the program to the middle school students. Additionally, A-Frame signs to notify students where the program is located for the day have been purchased, and staff has continues to attend lunch-time sessions at least once a month for additional program promotion.

Summer Teen Pack: The launch of the Summer Teen Pack program was very successful. The program was filled 92% to capacity (370 spots filled of the 400 available) and collected \$15,550 in fees for the program. More than \$10,700 was given in campership funding and 58% of the participants (215) were on campership. Participants of the Summer Teen Pack enjoyed amazing field trips over the 10 weeks of summer including wakeboarding at Velocity Island; kayaking at the Sac State Aquatic Center; touring museums in Downtown Sacramento; enjoying theme and water parks such as Scandia, Raging Waters, and Sunsplash; learning about nature and our ecosystem at Cache Creek Conservancy, Explorit, the Bohart Museum of Entomology, and with Tuleyome; and many more amazing field trips. Participants learned how to navigate Woodland, Yolo County, and

the greater Sacramento area by public transportation. Participants were also given the opportunity to learn important life skills. The Summer Teen Pack was able to reach many families who could not afford similar programs elsewhere.

Outdoor Adventures: The summer of 2015 was also the first year of the Outdoor Adventure Program. The Yosemite trip took 15 participants to the Nature Bridge campus in Crane Flats of Yosemite. Participants experienced the iconic Yosemite Valley, took a hike through the sequoia groves, learned about the history and importance of Yosemite National Park and about preserving our natural resources. The rustic cabins at Nature Bridge offered comfortable sleeping accommodations and the experts at Nature Bridge were able to offer a comprehensive educational experience.

The 11 participants who attended the Lake Tahoe Trip participated in tent camping at Sugar Pine Point State Park. Participants enjoyed hiking, kayaking on Lake Tahoe, and went on a historical tour of the Sugar Pine Mansion. The Tahoe Outdoor Adventure Company planned the trip, had local expert guides, provided all the equipment needed and prepared all of the meals. The passionate guides of the Tahoe Outdoor Adventure Company provided continual opportunities for learning and loving our natural resources.

Rec2Go: Rec2Go, the City of Woodland's mobile recreation program reached approximately 1,000 different Woodland residents at different parks and events during the summer. Kids were given the opportunity to play games, participate in activities, check out sports equipment, and create unique crafts. Rec2Go will be available during the fall and winter months at select events including the Harvest Festival on October 31st, the November 1st Food Truck Mania, and the Holiday Parade on December 12th. Visit **Rec2Go.org** to view the complete calendar for all of Rec2Go's scheduled activities and events.

Youth Programming

Boxing Update: The boxing gym averages 10-15 people Monday-Friday during the hours of 3:30-7:30 p.m. (provided by Measure J), participants range in age from 10-17 years old. During the hours of 7:30-9:30 p.m., an average of 15-20 participants attend the boxing club, most are between the ages of 15-25 years old. Brian Alvarez and long-time boxing coach Ricardo Carrillo share the coaching duties at the Boxing Gym; Alvarez works the afternoon hours and Carrillo coaches during the later hours.

Youth Basketball League: The 2015/2016 Youth Basketball League begins games on December 5th. Evaluation day for players will be held on November 17th at 6 p.m. in the Kevin & Lori Haarberg Gymnasium. The coaches meeting will be held on November 19th to review the rules and expectations for the league and for the placement of players onto teams. The league will consist of four divisions of play: boys 14u, boys 12u, girls 14u, and girls 12u. Staff is seeking volunteer coaches for the program, nine coaches have confirmed and staff will continue to seek additional assistance until there is a coach for every team.

Miscellaneous

Soccer Update: At the last Commission meeting, Woodland Soccer Club representative John Gerald expressed his concerns over how field space was allocated at the Woodland Sports Park. He stated that some fields were booked by other organizations and appeared to be underutilized. Staff completed an evaluation of the amount of practice hours for both youth soccer organizations (WSC 28 hours a week and DASA 24 hours a week based on the approved schedule at the time of the September commission meeting). Prior to the September Commission meeting, WSC had submitted a request to add an additional field for practice on Thursday evenings. This request was granted, thus increasing WSC weekly practice hours to 31.5 hours. With the passage of Measure J, the fees for practice are waived for all youth participants (waiving \$7,300 for WSC and \$4,300 for DASA). Staff also evaluated the rosters for both organizations and determined that each organization is primarily comprised of youth from Woodland (WSC has a total of 488 players [334 competitive and 154 recreational], 92 of which are non-residents; DASA has 285 players, 82 of which are non-residents; it should be noted that about 30 of WSC players are over the age of 18). Both organizations have access (and do utilize) other practice fields. DASA currently has one team that practices in Davis; however, the practices are limited because there are no lights and families do not like to drive to Davis for practice. WSC also has utilized Woodland High School for practices and games; however, this is also limited as the high school is utilizing the fields for their teams. Field audits, to determine if fields are being fully utilized, are not conducted due to staff limitations. Additionally, it is understood that from time to time that teams will miss or change their practice schedule. Staff is also generally informed by the public when fields are not being utilized.

Spring Lake N3 Park Update: The City will construct the approximately 10 acre park subject to the availability of Spring Lake Park Fees. Park improvements will be constructed in two phases as shown in the Master Plan Phasing Plan. The first phase will include playground areas, track, picnic shelters, play fields, and restrooms. The second phase will be deferred to a later date after the construction of Park N-1 and the Spring Lake Central Park which will include tennis courts, half basketball court, and parking lot as funding from Spring Lake is available. Improvements will be consistent with the Park Master Plan approved by Council on October 6, 2015. The City has contracted with Callander Associates Landscape Architecture for design services and construction of the N-3 park site is anticipated for summer 2016.

Upcoming Dates

October 27: Commit2Fit 30-Day Fitness Challenge Kick-off Event (Woodland Community & Senior Center, 5:30-7:30 p.m.)

November 1: First Sunday Food Truck Mania (First and Bush Street, 4-7 p.m.)

November 7: Father-Daughter Dinner Dance

November 1-30: Commit2Fit 30-Day Fitness Challenge

December 2: Commit2Fit 30-Day Fitness Challenge Raffle (Woodland Community & Senior Center, 6-7 p.m.)

December 24 @ noon-January 4: Community & Senior Center Closed

December 24 @ 1 pm – December 31: Aquatics Center Closed

COMMUNITY SERVICES- REVENUE SNAPSHOT thru 9/30/15

Account Title	FY15 Projection	FY15 Revenue to Date	% of Projection
RED CROSS COURSE FEE	\$500.00	\$70.00	14.00%
MSC. SALES	\$1,000.00	\$390.00	39.00%
C BROOKS SWIM CTR REV	\$145,000.00	\$21,419.64	14.77%
SENIOR PROGRAMS REVENUE	\$10,000.00	\$1,078.00	10.78%
COMMUNITY SENIOR CENTER MISC	\$80,000.00	\$27,460.82	34.33%
COMMUNITY FITNESS CENTER	\$34,992.00	\$9,031.20	25.81%
COMMUNITY SPORTS PARK	\$180,000.00	\$49,370.50	27.43%
MEASURE J	\$5,000.00	\$1,095.00	21.90%
GENERAL RECREATION	\$75,000.00	\$7,735.35	10.31%
YOLANO RECREATION PRG INC	\$7,966.00	\$1,549.00	19.45%
ADULT REC & LEAGUE PRGMS	\$90,000.00	\$24,002.50	26.67%
RECREATION CONTRACTS	\$75,000.00	\$25,033.39	33.38%
TOTALS	\$704,458.00	\$168,235.40	23.88%

COMMUNITY SERVICES BUDGET SNAPSHOT thru 9/30/15

Program	Budget	Expenses & Encumbrances	Balance	% Remaining
General Fund				
Community Services Administration	\$458,489.00	\$98,166.70	\$360,322.30	78.59%
Community & Senior Center	\$820,958.00	\$207,645.44	\$613,312.56	74.71%
Brook Swim Center-Recreation	\$185,928.00	\$40,692.94	\$145,235.06	78.11%
General Recreation Programs	\$384,477.00	\$94,081.75	\$290,395.25	75.53%
Enterprise Fund				
Youth Enterprise	\$363,813.00	\$80,416.07	\$283,396.93	77.90%
Measure J				
General Recreation Programs	\$567,341.00	\$19,821.69	\$547,519.31	96.51%
Middle School Programs	\$325,231.10	\$57,936.81	\$267,294.29	82.19%
Aquatics	\$182,333.00	\$82,055.44	\$100,277.56	55.00%
Recreation Van	\$76,620.00	\$22,043.33	\$54,576.67	71.23%
Summer Camp	\$167,314.00	\$44,555.08	\$122,758.92	73.37%
Youth Advisory Committee and Academy	\$5,000.00	\$0.00	\$5,000.00	100.00%
TOTAL RECREATION BUDGET	\$3,532,504.10	\$747,415.25	\$2,785,088.85	78.84%



Legislation Details (With Text)

File #: 16-174 Version: 2 Name:
Type: P&R Report of the Staff Status: Agenda Ready
File created: 10/19/2015 In control: Parks & Recreation Commission
On agenda: 10/26/2015 Final action:
Title: Parks/Trees/Streets Report for October 26, 2015
Sponsors:
Indexes:
Code sections:
Attachments: [October 2015 Parks Report.pdf](#)

Date	Ver.	Action By	Action	Result
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TO: PARKS & RECREATION COMMISSION

DATE: October 26, 2015

SUBJECT: Parks/Trees/Streets Report for October 26, 2015

Recommendation for Action:

None. Information only.

Background Information:

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

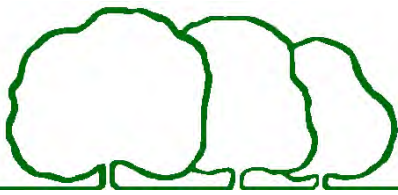
Staff Contact

Rob Sanders, PW Deputy Director, 661-5959, rob.sanders@cityofwoodland.org

Respectfully submitted,

Gregor G Meyer
Public Works Director

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



Parks and Recreation Commission Communication

AGENDA ITEM

SUBJECT: Monthly Parks Report

DATE: October 26, 2015

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

- Ferns & Camarena

1. The Aquifer Storage and Recovery (ASR) well drilling has started in Ferns Park and work will soon follow at Camarena. During this project the parks will be subjected heavy equipment traffic and periods of loud construction noises. Sound attenuation walls have been installed between the neighboring homes and the park to help mitigate any noise issues. Residents have been notified and are aware of these upcoming temporary inconveniences. There will also be two monitoring wells at the park as well.
2. There is a repair project at Camarena Field that is going to be spearheaded by volunteers from Woodland Little League (WLL). Our antiquated storage shed located at this site will have its roof repaired through donations from local businesses and work performed by volunteer contractors. This project will be taking place as soon as all the permits are in place. The City will be assisting with the permit process, as well as the cost of materials.

CEMETERY

- Internments

1. The Woodland Cemetery had two interments, one full burial, and one cremains interment during the month of September.

- Sales

1. The Cemetery posted \$1,500 in sales for the month of September.

- Operations

1. Staff employed three temporary maintenance staff at the cemetery during the month of September. They performed string trimming, mowing, and some necessary housekeeping. The raised lots were trimmed and hand weeded. Staff raised approximately fifteen more grave markers bringing them to grade, and placed new mulch in approximately eight raised lots.

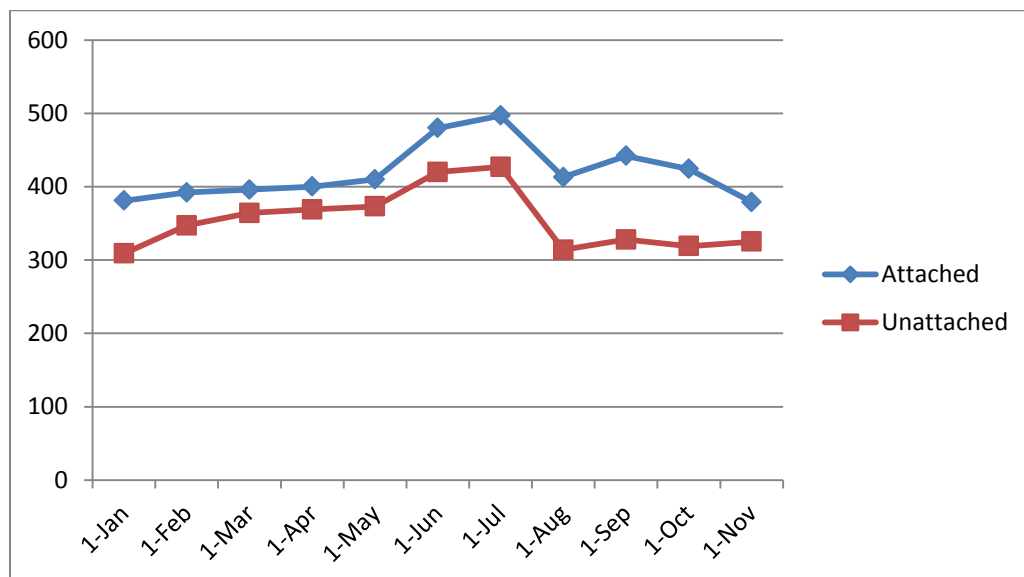
URBAN FORESTRY

- Service Requests / Work Orders

1. Currently there are 424 attached and 319 unattached work orders that are open and waiting to be processed. This is a total of 743 pending tasks that are currently on the books waiting to be addressed.
2. The above Work Order (WO) numbers reflect separate child WO that are made to track all the different tasks associated with the full range of work associated with a removal of a tree to the planting and implementation of the data into our maintenance management program.

For example, removing a tree there are several processes that need to be followed, so that all the necessary information is logged. Once the tree is removed, staff will then make a stump grinding work order; once that is completed, we will then create a child WO for tree planting. Once this work is completed, staff will generate one last child WO for final data entry. All of this information is kept for the life of the tree and is always available for future tracking. This procedure can take up to two years to be finished with the staffing levels that the City currently has in place.

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



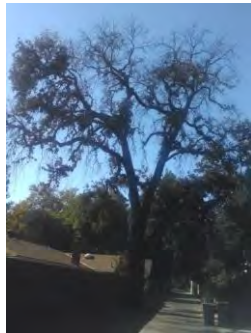
3. Attached work orders are tasks that are service call generated, e.g. hazards, requests for pruning and removals, tree evaluations and plantings.

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

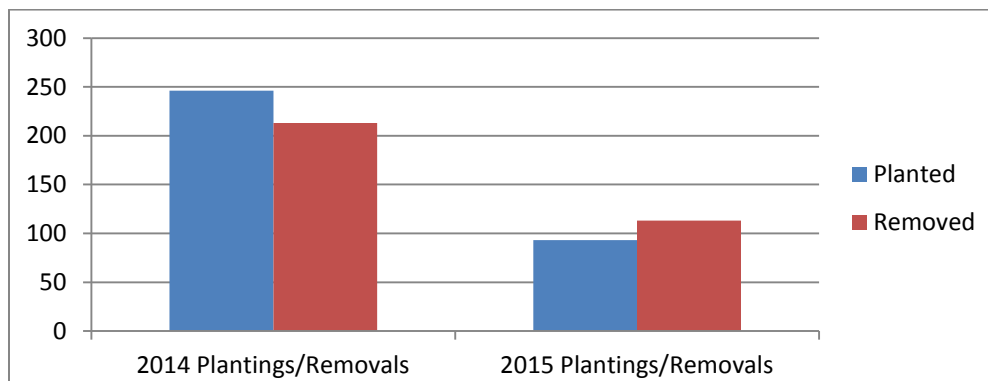
- Tree Removals/Plantings

1. City staff has determined that the heritage oak tree (#21) is a potential hazard to the homeowner residing at 741 Pendegast Circle. Staff has watched the tree over the past two years and it has shown the same similar decline as tree (#22) that was removed due to an unknown herbicide that was placed on it. Staff is not sure of who applied the pesticide or why it was done.

The tree is now a hazard and will have to be removed. The home owner that resides at 741 Pendegast Circle has shown interest of replanting trees and is working with the City to mitigate the loss.



2. The UFG planted 246 trees compared to 213 removals in calendar year 2014.
3. To date for calendar year 2015, the UFG has planted 93 trees compared to 113 removals.



SUBJECT: Monthly Parks Report

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ITEM:

BUDGETS

Snapshot of Parks Primary Budgets through 9/30/15				
Fund Source	Beginning Balance	Expenditures & Encumbrances	Remaining Balance	Percent Remaining
Brooks Swim Center	\$317,243.00	\$135,035.97	\$217,206.89	68.47
Cemetery	\$409,129.00	\$136,377.87	\$272,751.13	66.67
Gateway LLD	\$113,174.00	\$26,894.11	\$83,716.87	73.97
General Fund Parks	\$1,151,252.31	\$471,948.36	\$679,303.95	59.01
Gibson Ranch LLD	\$594,565.00	\$288,945.03	\$305,963.12	51.43
Spring Lake LLD	\$993,859.46	\$347,463.06	\$646,396.40	65.04
Sports Park	\$383,875.00	\$78,340.23	\$311,197.39	79.89
Urban Forestry	\$379,163.00	\$58,415.17	\$322,163.83	84.65
Spring Lake SLIF	\$27,312.00	\$1,740.98	\$25,571.02	93.63

Respectfully submitted,

Gregor G Meyer
Public Works Director

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