City of Woodland

300 First Street
Woodland, CA 95695

Meeting Agenda - Final

Monday, October 24, 2016

6:30 PM

Council Chambers

Parks & Recreation Commission

A. Call to Order

B. Roll Call

C. Pledge of Allegiance

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. Presentation

G. New Business

H. Committee Reports

15-102 Committee Reports

15-103 Work Plan

Attachments: FY 17 Work Plan 92616.pdf

15-104 Commission Roster

Attachments: Public PRC Rosters July 2016

I. Consent Calendar

15-106 September 26, 2016 Minutes

Attachments: 92616 Minutes

J. Other Business

15-105 Commission Absent Requests

K. Report of the Staff

15-101 Community Services Report for October 24, 2016

Attachments: CSD Report 102416.pdf

15-107 Quarterly Report

Attachments: 1st quarter17

15-108 Tennis Grant Approval

Attachments: One Page Summary.pdf
SJTF Grant Budget.pdf
2016 PR Commission Letter of Support.pdf

L. Next Meeting

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, October 24, 2016 was posted on Friday, October 21, 2016 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 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.

City of Woodland

300 First Street
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Legislation Details (With Text)

File #:	15-102 **Version:** 1	**Name:**	
Type:	P&R Committee Reports	**Status:**	Agenda Ready
File created:	9/27/2016	**In control:**	Parks & Recreation Commission
On agenda:	10/24/2016	**Final action:**	
Title:	Committee Reports		
Sponsors:			
Indexes:			
Code sections:			
Attachments:			

Date	Ver.	Action By	Action	Result

Committee Reports

300 First Street
Woodland, CA 95695

City of Woodland

Legislation Details (With Text)

File #:	15-103 Version: 1	Name:	
Type:	P&R Committee Reports	Status:	Agenda Ready
File created:	9/27/2016	In control:	Parks & Recreation Commission
On agenda:	10/24/2016	Final action:	
Title:	Work Plan		
Sponsors:			
Indexes:			
Code sections:			
Attachments:	1. FY 17 Work Plan 92616.pdf		

Date	Ver.	Action By	Action	Result

Work Plan

FY17 Parks & Recreation Commission Annual Work Plan

The Parks and Recreation Commission is committed to promoting enhanced civic engagement on key initiatives such as Measure J, Parks Master Plan, Urban Forest, Fitness Initiative, Volunteerism, etc. We will use national best practice models for enhancing community engagement through expanded outreach and service delivery strategies that meet the needs of our ever-changing and culturally diverse community.

1. Urban Forest

Goals	Status
Partner with community groups and city staff to educate residents on our urban forest and the best ways to maintain our urban canopy. **Objective:** Work with city staff to improve access to urban forest topics on the city webpage. **Activities:** • Hosting a planting and tree pruning workshop • Working with city staff to present articles and press releases about city programs and rebates. • Link to city programs, rebates, the master tree list, cyclical pruning updates, as well as contact numbers and forms. • Partner with community groups and city staff to finish the Legacy Grove. *Lead Committee: Urban Forest*	Approved Sept 2016

2. Evaluate Committee Restructuring

Goals	Status
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 subsequent fiscal year *Lead Committee: Ad Hoc*	Approved Sept 2016

3. Review Policies

Goals	Status
Commissioners will review policies throughout the year as requested. ***Policies Last Reviewed in FY13*** **Objective:** Policies need to be Current and Relevant. Policies should be reviewed on a regular basis to insure relevance. **Activities:** • Work with Staff to gather a listing of all known policies • Create Policy inventory and design roadmap to schedule timely review • Recommend review of 1 to 2 policies per year (to be reevaluated as needed) *Lead Committee: Ad Hoc*	Approved Sept 2016

4. Review Facility Needs

Goals	Status
Review and evaluate facility needs and make prioritized recommendations to the City Council **Objective:** Work with staff to prioritize recommendations and where possible help develop strategies for implementation. **Activities** • Review and evaluate Tennis proposal • Review Pool Study • Review Community & Senior Center Master Plan • Improve Woodland Boxing Club facilities (water fountain) and equipment • Develop recommendations and submit to City Council for consideration *Lead Committee: Facilities Committee*	Approved Sept 2016

5. Budget and Finance Review

Goals	Status
Provide budget oversight that is consistent with the Commission's charter. **Objective:** Work with staff on key Park and Recreation fiscal issues and simplify budget reports for the Commission and public. **Activities** • Work with staff on simplifying budget reports and making them more informative and user friendly for the general public • Work with staff and lead Commission discussion on key fiscal matters, such as the cost of the sports complex and Measure J • Receive budget briefing from staff at least quarterly. • Committee members and staff will jointly provide quarterly budget reports	Approved Sept 2016

to the Commission *Lead Committee: Budget and Finance*	

6. Volunteerism Committee

Goals	Status
Work with staff to review and update a volunteer list. **Objective:** Reach out to individuals and organizations in the community who are willing to volunteer **Activities:** • 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 of local volunteers. *Lead Committee: Volunteerism Committee*	Approved Sept 2016

7. Program & Department Evaluation Committee

Goals	Status
Determine if there is an community need for expanded programs, including, but not limited to access to additional facilities, classes, and tournaments. If so, recommend a plan to move forward featuring elements of support and resources. **Objective:** Evaluate current tennis program and future needs with input from Parks and Community Services Staff various community clubs. Determine if expanded facilities are needed. **Activities:** • Meet with Parks and Community Services to determine what data they have for analysis. • Meet with members of various to get information and participant numbers and potential. • Determine if we should survey community members. If so, work with staff to develop and disperse an appropriate survey. *Lead Committee: Program & Department Evaluation*	Approved Sept 2016

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Legislation Details (With Text)

File #:	15-104 Version: 1	Name:	
Type:	P&R Committee Reports	Status:	Agenda Ready
File created:	9/27/2016	In control:	Parks & Recreation Commission
On agenda:	10/24/2016	Final action:	
Title:	Commission Roster		
Sponsors:			
Indexes:			
Code sections:			
Attachments:	1. Public PRC Rosters July 2016		

Date	Ver.	Action By	Action	Result

Commission Roster

Parks & Recreation Commission

NAME	E-MAIL ADDRESS	Term Expiration
Carla White-Snyder	whitesnyderc@gmail.com	12/31/2017
Vacant		12/31/2017
Jesse Salinas, Chair	jessesalinas333@gmail.com	12/31/2018
Leigh Ann Hartman	leighannhartman@gmail.com	12/31/2019
Stephanie Miller	sluthe2001@yahoo.com	12/31/2018
Joe Romero	joeromerojr@gmail.com	12/31/2018
Jon-Paul Valcarenghi, Vice Chair	Jon-Paul.Valcarenghi@cityofwoodland.org	12/31/2016

STANDING COMMITTEES

(Max. 3 commissioners)

Facilities Committee
Romero, Valcarenghi, White-Snyder

Program & Department Evaluation
Miller, Hartman,

Ad Hoc Committee
Salinas, **White-Snyder**

Budget and Finance Committee
White-Snyder, Romero, Miller

Urban Forest Committee
Romero, **Valcarenghi**

Volunteerism Committee
Hartman, Salinas

Liaisons
Baseball: Romero
Soccer: Salinas
Swimming: Vacant
Softball: White-Snyder
Tennis: Miller

* 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

N:\PRShare\Commission Parks & Rec\rosters and term info\2017\Public PRC Rosters July 2016.doc 9/27/2016

300 First Street
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City of Woodland

Legislation Details (With Text)

File #:	15-106 Version: 1	Name:	
Type:	P&R Consent Calendar	Status:	Agenda Ready
File created:	9/27/2016	In control:	Parks & Recreation Commission
On agenda:	10/24/2016	Final action:	
Title:	September 26, 2016 Minutes		
Sponsors:			
Indexes:			
Code sections:			
Attachments:	1. 92616 Minutes		

Date	Ver.	Action By	Action	Result

TO: PARKS & RECREATION COMMISSION

DATE: October 24, 2016

SUBJECT September 26, 2016 Minutes

Recommendation for Action:

Approve the September 26, 2016 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>

Parks & Recreation Commission Minutes

Monday, September 26, 2016

City Hall – 300 First Street – 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 26, 2016 in the Council Chambers at City Hall.

Pledge of Allegiance
Roll Call

Commission Members Present:

Commissioner White-Snyder
Commissioner Joe Romero
Commissioner Stephanie Miller
Chair Jesse Salinas
Commissioner Leigh Ann Hartman
Vice Chair Jon-Paul Valcarenghi

Commission Member Absent:

Staff Present:

CSD Director Engel
CSD Analyst Halcon
CSD Manager Bain
CSD Superintendent Schroeder
CSD Administrative Supervisor Haynie

Public Comment
Floyd Mc Cain president of Woodland Tennis Club asked the Commission to reconsider sending an ordinance to the City Council to make the tennis courts for tennis use only. Some of the tennis courts are being used to play Cricket which can cause damage to the courts and nets. Staff will update the Commission on Cricket use of tennis courts.

Communication-Commission/Staff Statements and Requests
None

New Business
Angel Barajas, Measure F Committee, asked the Commission to support Measure F which will be on the November ballot. Barajas stated that Measure F is a 12 year extension of Measure E which expires on September 30, 2018. Measure E is ½ cent sales tax that brings in $4.5 million annually. These funds are used for City infrastructures, streets, WC&SC debt, and the sport park. Measure E funded the projects at Charles Brooks Community Swim Center and Clark Field.

Action:

Romero/Hartman seconded to support Measure F.
Motion carried by the following roll call vote:
Ayes: Romero, White-Snyder, Miller, Hartman, Valcarenghi
Abstain: Salinas
Noes: None

Committee Reports

Urban Forest Committee

Commission Valcarenghi reported that during the monthly breakfast with Schroeder and Engel, plans were made to update the City's Tree web pages. Woodland Tree Foundation will be putting mulch in the Legacy Grove once staff has removed the weeds from the site. Also discussed was the completion of the Legacy Grove.

Finance Committee

Commissioner White-Snyder discussed the budget slide show included in the meeting packet. Commissioner Valcarenghi stated that the graphs make it clear where the budget is spent and is very helpful.

Discuss and Recommend Tasks for 2016/2017 Work Plan

Commissioners discussed the 2017 Work Plan and asked Commissioner White-Snyder to add listing of Committees to the Work Plan. Commissioner Salinas asked that the approved Work Plan and the Commission roster be included in all future agendas.

Action:

Miller/Hartman seconded to the Work Plan with the suggested changes.
Motion carried by the following roll call vote:
Ayes: Salinas, Romero, White-Snyder, Miller, Hartman, Valcarenghi
Noes: none

Consent Calendar

August 26, 2016 Minutes

Action:

Valcarenghi/White-Snyder seconded to approve August 22, 2016 minutes.
Motion carried by the following roll call vote:
Ayes: Salinas, Romero, White-Snyder, Miller, Hartman, Valcarenghi
Noes: none

Consider Commissioner Requests for Excused Absences from Future Meetings

Commissioner Romero requested off for the October 24, 2016 meeting.

Action:

White-Snyder/Miller seconded to excuse Commission Romero's absence from the October 24, 2016 meeting.
Motion carried by the following roll call vote:
Ayes: Salinas, Romero, White-Snyder, Miller, Hartman, Valcarenghi
Noes: none

Staff Reports

Community Services Report

Schroeder reported on the $10,000.00 lighting project at Jack Slaven Park, Reclaimed Water project for irrigation at Klenhard and Pioneer Parks and the Arborist contract. Bain highlighted the After School programs at Lee and Douglass Middle Schools, 50- 55 participants per day. Adult Basketball has grown to 13 teams this season. Fundraising for the Yosemite Outdoor Adventure Camp will soon begin with the hope of taking 40 to the camp next year and 20 of them on scholarship. Commissioner White-Snyder asked Schroeder about the increase of Work Orders and how many were "parent" or "child" orders. Engel responded that staff will be reviewing and removing completed work orders during the slow season and will report back to the Commission once that has been completed. Commissioner Hartman asked what the survey for the Aquatic Feasibility Study showed. Engel responded that the Consultant has not provided that information to staff yet. Commissioner Romero asked for an update of the Boxing Facility. Engel reported that staff would be taking an update to Council in October/November concerning potential alternative locations. Commissioner Salinas shared information on the Yolo County Youth Rally with the Commission. Commissioner Hartman asked staff to include in the monthly reports areas where staff needs Commission assistance.

Action: Received

Next Meeting October 24, 2016

Adjourn 7:36 p.m.

Action: Miller/ Valcarenghi seconded to adjourn the meeting.

Motion carried by the following roll call vote:

Ayes: Salinas, Romero, Valcarenghi, Miller, Hartman

Noes: none

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City of Woodland

Legislation Details (With Text)

File #:	15-105 Version: 1	Name:	
Type:	P&R Other Business	Status:	Agenda Ready
File created:	9/27/2016	In control:	Parks & Recreation Commission
On agenda:	10/24/2016	Final action:	
Title:	Commission Absent Requests		
Sponsors:			
Indexes:			
Code sections:			
Attachments:			

Date	Ver.	Action By	Action	Result

Commission Absent Requests

300 First Street
Woodland, CA 95695

City of Woodland

Legislation Details (With Text)

File #:	15-101 Version: 1	Name:	
Type:	P&R Report of the Staff	Status:	Agenda Ready
File created:	9/27/2016	In control:	Parks & Recreation Commission
On agenda:	10/24/2016	Final action:	
Title:	Community Services Report for October 24, 2016		
Sponsors:			
Indexes:			
Code sections:			
Attachments:	1. CSD Report 102416.pdf		

Date	Ver.	Action By	Action	Result

TO: Parks & Recreation Commission

DATE: October 24, 2016

SUBJECT: Community Services Report for October 24, 2016

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

City of Woodland

AGENDA ITEM

Parks & Recreation Commission Communication

SUBJECT: Monthly Community Services Report DATE: October 24, 2016

PREPARED BY: Community Services Department

RECOMMENDED ACTION: None. Information only.

BACKGROUND INFORMATION: The following provides highlights of the Community Services Department since the last meeting.

PARKS

Hiddleson Demolition and Park Reuse Project: Engineering staff is negotiating with Ponticello Enterprises to serve as the Project Manager for the Hiddleson Demolition and Park Reuse Project. Ponticello's schedule plans for demolition in spring of 2017 with Park "construction" starting in the summer of 2017. This schedule assumes that bids for the contract work come in within the current budget. The facilities subcommittee will convene to review potential park schematics that will be presented at a future public meeting (the commission will be made aware of the public meeting).

Park Maintenance

Jack Slaven Park Lighting Project: The lighting project in the picnic structures has begun; the trenching and conduit have been brought to the sites. Staff anticipates the project to be completed by the end of October. Signs have been posted at the park notifying the public of the project.

Jack Slaven Park Spray Feature: The water feature at Jack Slaven Park was shut down the second week of October (seasonal shut-down). The ultra violet purification unit will be serviced before the spray feature is turned on in the spring.

Ferns Park Projects: Several projects have been completed or are in the process of being completed at Ferns Park.

- **Drinking Fountains:** As part of the grant funds received from the John and Eunice Davidson Fund, two drinking fountains are being replaced (by the end of October). The remaining drinking fountains in the park have been repaired and painted green (to match the new drinking fountains).

- **Well Project Park Restoration/Clean-Up:** As a result of the well installation project at the park, areas affected by the project were reseeded. Shrubs and trees that were not maintained during the construction project have been trimmed, and some drainage issues have been corrected.

- **Poured-In-Place Rubber:** The removal of the poured-in-place rubber (under the play structure) will begin in November. Staff will then make any necessary repairs to the play structure before installing the engineered wood fiber.

- **Installation of New Play Features:** As part of the grant funds received from the John and Eunice Davidson Fund, two new play features (a "Vippy" and a "Pirouette") will be installed after the poured-in-place rubber has been removed.

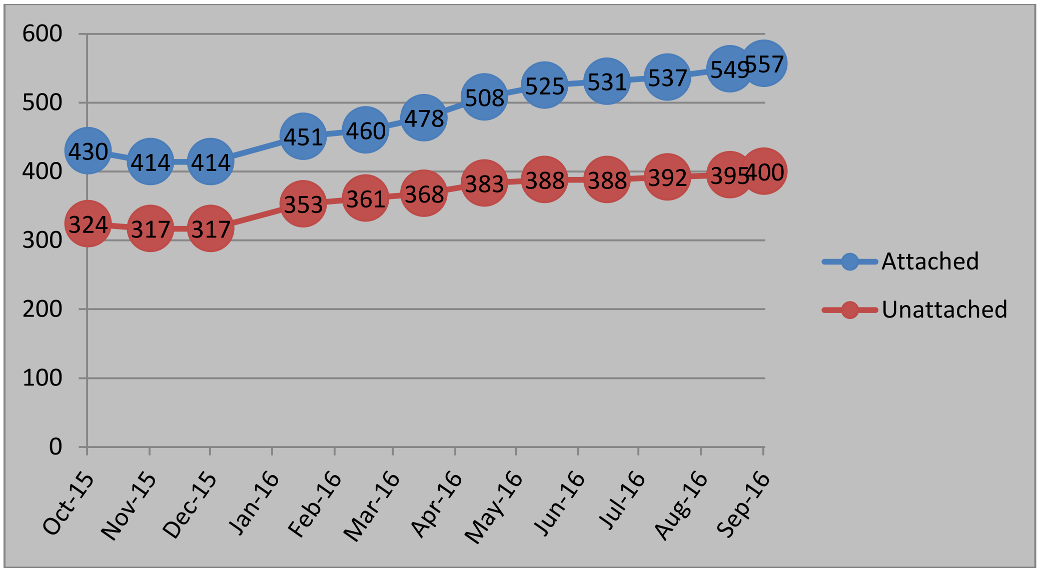
Restroom Replacement Projects: As part of the Housing Related Parks Grant award, the restroom replacement projects (City, Campbell, and Everman Parks) will begin in November with site preparation. Restrooms are scheduled to be installed in December/January (this project is weather dependent). The existing restroom at City Park is scheduled for demolition beginning on November 5th. Other site preparation work includes electrical work at Campbell Park and the removal of concrete and utility work at Everman Park.

Urban Forestry

Service Requests/Work Orders: Currently there are 557 attached and 400 unattached work orders that are open and waiting to be processed (957 pending tasks). The work order numbers reflect separate child work orders that are made to track all the different tasks associated with the full range of work for tree maintenance, planting, and removal (including data entry).

For example, when a tree is removed there are several processes that occur, each requiring data entry to track the history of the individual tree. Once the tree is removed, a stump grinding work order is created. After the stump grinding has been completed, a child work order is created for tree planting. A final child work order is then created for final data entry. This data is kept for the life of the tree. A tree removal/re-planting process can take up to two years to be completed based on current staffing levels.

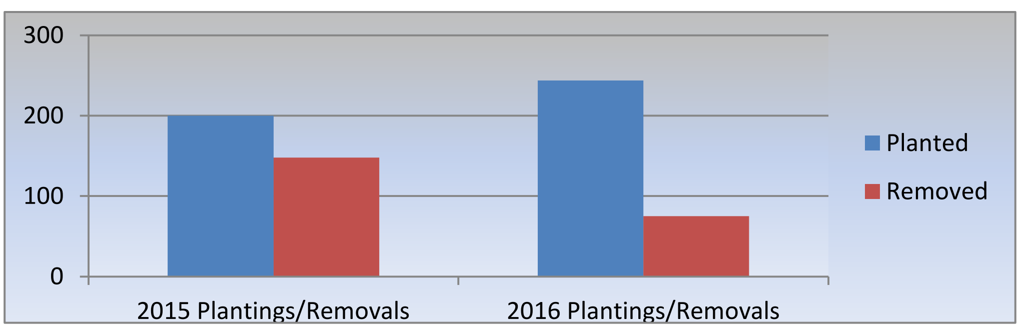
Below is a graph depicting the volume of work orders over the last 12 months.



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.

In 2015, 200 trees were planted compared to 148 tree removals. To date for calendar year 2016, 244 trees have been planted compared to 75 tree removals.



Cemetery

Volunteer Project: Bayside Church worked with staff to organize a volunteer day at the City Cemetery in conjunction with other service projects in the community. Approximately 25 volunteers spread 7 yards of mulch in the high lots and planted 16 trees.

Internments: The Woodland Cemetery had two full burials during the month of September.

Sales: The Cemetery posted $11,023 in sales for the month of September.

RECREATION

Big Brothers Big Sisters: As a part of the Youth Gang Reduction, Intervention, and Prevention Program (YGRIP) the City has been in discussions with the Big Brothers Big Sisters of the Greater Sacramento Area to partner with the City to provide a mentoring program in Woodland for youth ages 8-14. The program would be a quasi-community based program, with a targeted focus on youth that live in housing provided by Yolo Housing. Additional information will be provided as the City moves forward with this project.

Cricket Use of Tennis Courts: Since the last commission meeting, impacts to tennis courts from the use of the courts for playing cricket (at Woodside Park) have not been observed. No use of the City Park tennis courts for playing cricket has been observed.

Adult Sports: The Fall Adult Sports season is nearing completion with playoffs starting soon for the Basketball and Softball leagues. There has been positive feedback during the fall season with many new teams enjoying playing in the leagues. Registration is now being taken for the Winter Adult Basketball league (games start next month and run through February).

Community Center and Sports Park

Tournament directors have been given their 2017 tournament dates at the Woodland Sports Park. Historic user groups typically receive similar weekend tournament dates as their previous year as long as they are in good standing. There were no tournament reservations in September as the youth and adult soccer season began. Soccer receives priority use between September and February.

Community & Senior Center reservations for September included:

Private reservations	City-Related reservations
Pre-Wedding Ceremony	Aquatic Feasibility Meeting
Stonehaven Homeowners Association Meeting	WUAC
Wedding Reception	Police Department Training Days
WHC Employee Recognition Dinner	Community Forum
Yolo County Association Realtors	
Woodland Soccer Club Meeting	
YGRIP Meeting	
League of Women Voters	
Zumbathon	
Woodland Business Walk	
85th Birthday Party	

Facility maintenance projects for September include:

- Updating projectors in meeting rooms and banquet rooms
- Repair to banquet room partitions
- Receiving bids for repairing Community & Senior Center roof

General Recreation Programming

Disc Golf Tournament: The fourth annual Discraft® Ace Race™ tournament was held at Ferns Park on Saturday October 1st. This year there were 45 disc golfers who participated, about the same as last year. David Rios from Woodland won the grand prize including eight golf discs and a disc bag. The event was supported by members of Club Ferns, Woodland's local disc golf club.

Commit2Fit Wins Award: The League of California Cities awarded the City of Woodland's Commit2Fit program with a Helen Putnam Award for the category of Health and Wellness Programs on October 5th at their annual statewide conference in Long Beach. The Helen Putnam Award program recognizes outstanding cities that deliver the highest quality and level of service in the most effective manner possible. A representative from the League of California Cities will be present at the November 1st City Council meeting to recognize this award in front of the City Council.

Commit2Fit 30-Day Challenge: The award-winning Commit2Fit 30-Day Challenge starts November 1. This free program is for anyone looking for some motivation and support to start the holiday season on a healthy note. C2Fit is a citywide fitness initiative aimed to increase physical activity and promote a healthy lifestyle. The City along with community partners have joined together to motivate Woodland and create awareness of how living a healthy lifestyle is easy and fun by offering free classes and a raffle contest for exercising. Sponsors for this program include Yolo County, Dignity Health, Kaia FIT, YMCA, Cross Court Athletic Club, Oasis Club & Spa, NorCal Indoor Sports, Kuk Sool Won, The Max, Premier Chiropractic and Pilates, and Woodland Joint Unified School District.
How Parks & Recreation Commissioners can help? The Department encourages Commissioners to sign up for the Commit2Fit program and attend free classes. Commissions can also be Commit2Fit ambassadors and encourage family and friends to take the Commit2Fit challenge and sign up. Registration is easy, go to www.C2FWoodland.org .

Partnership with RISE, Inc.: The City is working with RISE, Inc to provide staff members to the Department at no cost. RISE, Inc is a non-profit organization that serves the rural community to enhance the quality of life and to provide beneficial opportunities. RISE received a grant to provide job training to young people ages 17-22. Currently, Community Services has one employee working his 300 hours helping at the front counter, answering telephones, filing, and working with the public.

Movies on Main Street: Movies on Main Street was held on Friday, October 14. Due to inclement weather the event was held at the Community & Senior Center. With rain in the forecast, staff changed the location of the venue early during the week of the event and coordinated all of the details for the change. While Movies on Main Street wasn't held on Main Street, the event still drew a crowd of over 300 to watch "The Good Dinosaur". The City would like to thank all of the partners who participated in the event and offered pre-show activities including Boy Scouts, Cache Creek Conservancy, Kuk Sool Won, RDM Audio & Visual, Sport Clips, Stages Dance Studio, Woodland Gymnastics, Woodland Fire Department, Woodland Police Department, Woodland Jr. Wolves, Woodland United Way, Yolo County Children's Alliance, and YMCA.

Movies on Main Street (at the Community Center)
October 14, 2016

Measure J Programming

Black Light Monte Carlo Night: On September 23rd teens gathered together at the Library's Leake Room for a fun night of card and dice games at the Black Light Monte Carlo Night. This free event drew a small crowd of 35 teens who enjoyed this fun and safe teen only event.

Youth Committee: Community Services Youth Committee has started again for the school year. The group is still accepting participants who are interested in learning about community advocacy, community events and important local policies. Students receive over 100 hours of community service hours during the program. Participants were recruited from Pioneer, Woodland and Woodland Christian High Schools as well as Cesar Chavez School, other youth events and organizations such as Yolo Youth Rally and Friday Night Live. The Youth Committee has met twice and the members have expressed concern about violence in local schools. Using this topic as a foundation for future meetings, discussions will include why violence occurs and ways to prevent school violence. The Youth Committee members are also researching how the next election effects the City of Woodland and looking at local issues, including the council elections and local measures on the ballot. Meetings are held on Thursdays twice a month and include guest speakers. Participants are also provided an opportunity to voice their own opinions on current events and topics.
How Parks & Recreation Commissioners can help? Assistance recruiting participants ages 15-20 would be appreciated. Interested participants can contact Stephanie Collier at Stephanie.collier@cityofwoodland.org or 661-2013.

Yolo Youth Rally: CSD staff made a special presentation at the Yolo Youth Rally on September 24. The Yolo Youth Rally was a joint effort of several agencies in Yolo County to provide a free educational two-day seminar for teens in 8-12th grades. Over 70 teens attended the Yolo Youth Rally and 28 teens participated in the break out session "Leadership and Community Services" hosted by CSD staff.

Upcoming Dates

November 1: Commit2Fit 30-Day Challenge begins
November 5: Father Daughter Dinner Dance, 6 pm, Community Center
November 12: Youth Basketball League Evaluation Day
November 18: Teen Skate Night, 7:30 pm, NorCal Indoor Skate

COMMUNITY SERVICES SNAPSHOT THRU 9/30/16				
Program	**Budget**	**Expenses & Encumbrances**	**Balance**	**% Remaining**
General Fund				
Community Services Administration	$507,961.00	$102,152.63	$405,808.37	79.89%
Community & Senior Center	$911,209.52	$179,106.08	$732,103.44	80.34%
Brook Swim Center-Recreation	$158,089.00	$32,361.44	$125,727.56	79.53%
General Recreation Programs	$475,659.00	$102,842.11	$372,816.89	78.38%
General Landscape Maintenance	$219,059.00	$122,110.97	$96,948.03	44.26%
Park Maintenance	$1,416,023.06	$431,318.88	$984,704.18	69.54%
Hiddleson Maintenance	$3,782.00	$184.34	$3,597.66	95.13%
Charles Brooks Swim Center Maintenance	$343,516.00	$64,878.96	$278,637.04	81.11%
Tree Maintenance	$361,131.00	$167,523.87	$193,607.13	53.61%
Enterprise Fund				
Cemetery Maintenance	$431,338.00	$102,868.86	$328,469.14	76.15%
Youth Enterprise	$376,237.60	$136,093.84	$240,143.76	63.83%
Lighting & Landscape District				
Gibson Ranch	$710,699.15	$214,953.86	$495,745.29	69.75%
North Park District	$27,254.00	$16,156.45	$11,097.55	40.72%
Streng Pond Maintenance District	$23,742.00	$14,827.92	$8,914.08	37.55%
Woodland West (Westwood)	$19,876.00	$2,780.92	$17,095.08	86.01%
Springlake	$785,309.25	$259,046.43	$526,262.82	67.01%
Community Sports Park Programs	$386,200.00	$68,696.50	$317,503.50	82.21%
Gateway	$92,117.00	$22,141.90	$69,975.10	75.96%
Measure J				
General Recreation Programs	$420,163.00	$23,605.43	$396,557.57	94.38%
Middle School Programs	$348,627.00	$71,309.67	$277,317.33	79.55%
Aquatics	$221,126.00	$102,173.59	$118,952.41	53.79%
Recreation Van	$61,262.00	$16,100.49	$45,161.51	73.72%
Summer Camp	$174,652.00	$45,726.56	$128,925.44	73.82%
Youth Advisory Committee and Academy	$5,000.00	$988.90	$4,011.10	80.22%
TOTAL BUDGET	**$8,480,032.58**	**$2,299,950.60**	**$6,180,081.98**	**72.88%**

COMMUNITY SERVICES - REVENUE SNAPSHOT thru 9/30/16			
Account Title	**FY17 Projection**	**FY17 Revenue to Date**	**% of Projection**
Red Cross Course Fee	$500.00	$45.00	9.00%
Msc. Sales	$2,002.00	$140.00	6.99%
C. Brooks Swim Center Revenue	$150,000.00	$23,378.80	15.59%
Senior Programs Revenue	$10,000.00	$4,130.90	41.31%
Community Senior Center Msc.	$80,000.00	$22,342.50	27.93%
Community Fitness Center	$34,992.00	$9,172.80	26.21%
Community Sports Park	$205,000.00	$50,690.00	24.73%
Measure J.	$0.00	$2,150.00	215.00%
General Recreation	$80,000.00	$9,590.75	11.99%
Yolano Recreation Program Income	$5,000.00	$841.00	16.82%
Adult Recreation & League Programs	$95,000.00	$26,359.00	27.75%
Cemetery Internment Space	$20,488.00	$9,625.00	46.98%
Cemetery Services	$44,042.00	$10,420.00	23.66%
Cemetery Products	$30,699.00	$7,916.00	25.79%
Endowment Care Fee	$13,249.00	$2,140.00	16.15%
Park Revenue	$60,000.00	$6,810.00	11.35%
Gibson Ranch Park Revenue	$4,743.00	$1,490.00	31.41%
Woodland West L&L	$19,591.00	$0.00	0.00%
Springlake Park Revenue	$9,530.00	$2,900.00	30.43%
Streng Pond	$19,628.00	$0.00	0.00%
Sports Park Special Assessment Collection	$429,685.00	$0.00	0.00%
Recreation Contract	$183,000.00	$40,133.50	21.93%
TOTALS	**$1,497,149.00**	**$230,275.25**	**15%**

300 First Street
Woodland, CA 95695

Legislation Details (With Text)

File #:	15-107 Version: 1	Name:	
Type:	P&R Report of the Staff	Status:	Agenda Ready
File created:	10/18/2016	In control:	Parks & Recreation Commission
On agenda:	10/24/2016	Final action:	
Title:	Quarterly Report		
Sponsors:			
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Code sections:			
Attachments:	1. 1st quarter17		

Date	Ver.	Action By	Action	Result

Quarterly Report

Community Services Department Quarterly Report: July-September 2016

The following provides a summary of the Community Service Department's programs, activities, and events for July-September 2016. This report refers to participant hours; the methodology for calculating participant hours is described at the end of the document.

Quarterly Highlights

- On July 1, Community Services was reorganized to add the Parks Division from Public Works (transitioning staff and responsibilities for park and recreation facility maintenance and urban forestry). This reorganization will improve efficiencies of communication of staff maintaining the facilities with those programming and using the facilities. Including the Parks Division, the CSD now has 25 full time staff members.
- The City was awarded a $16,000 grant for improvements to Ferns Park.
- Thirteen teams registered for the Fall Adult Basketball league, a record number in over 5 years.
- The Summertime Fun Club program reached maximum registration (60 kids) at Pioneer and Woodside Parks for session 1 and Pioneer Park for session 2. Twenty-five volunteers accumulated over 2,500 hours in community service time while assisting paid staff during the program's entirety.
- Teens Helping Seniors completed 89 jobs, serving 76 seniors over a 10-week period. Thirty volunteers amassed over 800 hours in community service time while participating in the program. The teens collected a record amount of $2,047 in donations for the program which helped pay for a trip to Santa Cruz.
- The After School Teen Pack started the school year averaging 37 participants each day during the first six weeks of school.
- The Outdoor Adventure Trip to Yosemite took 29 participants (15 of those received a scholarship), and 22 had never been to Yosemite. Following the trip, campers returned to a trip re-cap so they could share their experiences and stories with all.
- The Dive-In Movie Night held at the pool had 200 in attendance. Viewers could watch the movie from within the pool.

Monthly Financials and Enrollment Data

The following table identifies the monthly expenses, financial transactions, and enrollment data (i.e. participant data) for the Department. Refunds are provided primarily for deposits that are returned after a facility rental. It should be noted that the majority of the Departments revenue is collected from February through June with the majority of the expenses occurring in June through August.

Month	Expenditures	Revenue	Refunds	Net Income	Enrollments	Refunds	Reservations
July	$429,269	$58,960	$4,257	$54,703	622	76	110
August	$627,595	$73,113	$7,708	$65,405	542	53	136
Sept.	$528,432	$42,103	$2,904	$39,943	492	19	136
Total	**$1,585,297**	**$174,177**	**$14,869**	**$160,052**	**1656**	**148**	**382**

Program Marketing

During this reporting period, the Department used the following marketing efforts to promote the recreation program offerings as well as community events and senior programs.

- Rec 'Zine: The Department publishes an online newsletter "Rec 'Zine" which provides highlights of upcoming departmental programs and events each month. There are 585 subscribers who receive the emailed newsletter.
- Activity Mini-Guide: A 6 page "Mini" Guide was directly mailed to over 3,500 households in Woodland with children 0-16 in residence. In anticipation of the "Mini" guide, a postcard was mailed to the same residents to increase exposure to program offerings.
- Social Media: The Department utilizes Facebook and Instagram to advertise upcoming events and recreation programs.
- Special Events: Staff attended the monthly Food Truck Mania in August to promote upcoming programs. The Rec2Go van also attended several events at the Library, Farmer's Market, Bayside Movie nights, and the National Night Out activities. Other events Rec2Go attended include Sci Tech's Art Day, Whitehead's Back to School Night, a Costco Health and Safety Event, and various parks and locations throughout Woodland.
- Direct Marketing: To increase program participation, staff directly marketed events and activities onsite to students and parents of Lee and Douglass Middle Schools. Flyers, posters, and banners were distributed directly to new middle school students during orientation and P.E. classes. To increase awareness of the mobile recreation program, Rec2Go staff reached out to the neighborhoods of the parks for upcoming visits (going door-to-door).

Facilities

Community & Senior Center Facility Reservations

The Community & Senior Center facility rental program is designed to both generate revenue for the City of Woodland and provide a location for community events. Types of rentals held at the Community Center include: meetings, parties (bridal and baby showers), weddings and receptions, quinceañeras, and several business meetings. July-September reservations of the facility are shown below.

	General Facility Rentals *Includes rentals receiving discounts*	**Facility Rentals** *with Fees Waived*
Number of Rentals	16	24
Approximate Participants	2,103	1,231
Total Fees	**$15,910**	**$25,343 (waived)**

Tournaments

Tournament rentals are available for the Sports Park Complex. Local tournament directors have the first choice of dates for the following year prior to a "tournament date allocation meeting". All of the available for weekend dates during July and August were reserved for tournaments (during September fields are used for soccer games). During the first quarter, the Sports Park was reserved for youth baseball and softball tournaments.

Tournament Rentals of Sports Park	
Number of Rentals	9
Number of Teams	225
Total Fees Collected	**$37,800**

Field Allocation

Players Fees

Youth organizations use city-owned fields for practices and games for soccer, baseball, and softball. Youth sports that used City of Woodland fields reported 1,579 youth players during the fall season of 2016 (511 baseball players and 1,068 soccer players). Historically, "Player Fees" have been charged to each organization to cover the cost for use of the field for practices. With the passage of Measure J, the "Player Fees" for Woodland residents have been waived for all youth organizations saving the organizations $23,940 during the fall season. Those participating with youth organizations who do not reside within city limits are deemed non-residents and pay $37 per player per season.

League/Club	Players	Resident Players	Non Residents Players	Non-Resident Fee $37 per	Fee Waived (Measure J)	League/Club Balance
Girls Fast Pitch	135	124	11	$407	$2,260	$407
American Legion	18	8	10	$370	$160	$370
Little League	185	167	18	$666	$2,980	$666
Babe Ruth	57	49	8	$296	$820	$296
YMCA	471	415	56	$2,072	$7,180	$2,072
DASA	293	230	63	$2,331	$3,340	$2,331
WSC	304	285	19	$703	$5,320	$703
Cal Ripken	116	105	11	$407	$1,880	$407
Total Fees	**1,579**	**1,383**	**196**	**$7,252**	**$23,940**	**$7,252**

Parks

As part of implementing the recommendations of the Management Partners evaluation of the Public Works Department, parks staff, including urban forestry, transferred to the Community Services Department on July 1.

Parks and urban forestry projects during this reporting period include:

- The playground previously located at Dubach softball fields was re-purposed and installed at the Sports Park.
- 25 Mandela Washington Fellows from 19 countries in Sub-Saharan Africa participated in planting thirty trees at Crawford Park.
- Staff worked with Carole Pirruccello, co-trustee of the John and Eunice Davidson Fund, to identify improvements needed at local parks. Ms. Pirruccello awarded the City a $16,000 grant for improvements to Ferns Park.
- New disc golf baskets were installed at Ferns Park.
- The bi-annual pruning of the trees along Main Street was completed.
- Landscape maintenance and trash removal was conducted along the I-5 sound wall area that had become a homeless camp.
- The Charles Brooks Community Swim Center was closed for annual maintenance and during the 2-week period work included draining and re-filling of the pool (a task that had not been completed for 2 plus years), and repair and cleaning of the pumps.

Events

Event	Event Date	Total Participants	Participant Hours	Fees Collected
4th of July Celebration	July 4	Over 3000	Over 3000	Free Program
Dive In Movie Night*	Aug. 26	200	500	Free program
Black Light Monte Carlo Night*	Sept. 23	35	70	Free program
Total Participants				

**Event made possible by Measure J*

Aquatics

All aquatic programs are held at the Charles Brooks Community Swim Center. Aquatics programming is available for children as young as six months old through seniors and includes swimming lessons, lifeguard training, recreation swimming, recreation swim teams, lap swim and water aerobics. Summer programming at the pool ran through August 12.

Aquatics Program	Total Participants	Participant Hours	Fees Collected
Jr. Lifeguard	22	1,760	Fees collected during last FY
Public Swim (Measure J)	12,464	34,276	No fees collected
Lap Swim & Water Aerobics	634	950	$2,537
Pool Reservations Private League Reservations	2,800	n/a	$16,380
Swim Lessons Summer Sessions 3 & 4	472	1,888	$10,729
Swim Lessons Fall Sessions 1 & 2 (Measure J)	36	144	$2,160
Woodland Swim Team (rental)	141	n/a	$8,502
Woodland Wreckers Swim Team	145	725	Fees collected during last FY
Total	**16,714**	**39,743**	**$40,308**

Aquatic Feasibility Study: On September 1, 2016 staff initiated an aquatic feasibility study by holding the first of several public meetings. The City has contracted with Aquatic Design Group to evaluate current and future aquatic needs in the community. Several potential aquatic center locations will be included in the analysis, including the Community & Senior Center, a vacant future park property in Spring Lake, as well as Woodland Community College. Information gathered during site visits, meetings, and from public input will be used to create "score cards" for each potential location. The consultant will return to Woodland to share draft pool concepts with staff and the public. Draft pool concepts will include varying sizes and costs of potential facilities, as well as phasing options. After receiving input on the draft concepts, a summary of findings and recommendations will be prepared and presented to the City Council.

Youth & Teen Recreation

A variety of youth and teen recreation programs are offered by the Department year-round; however, the majority of the programs are offered during the summer. In addition to the programs listed below, please refer to the Contract Classes section for other program offerings that are available for youth and teens.

Youth Recreation Program	Total Participants	Participant Hours	Fees Collected
After School Teen Pack (Measure J)	1,868	4,556	Free Program
Baby & Me	234	234	Free Program
Boxing Club (Measure J)	58	696	$709
Night Hoops	421	631	Free Program
Outdoor Adventure Trip to Yosemite (Measure J)	29	2,784	$3,261
Rec2Go (Measure J)	2,713	3,571	Free Program
Summer Teen Pack (Measure J)	170	6,919	$7,946
Summer Time Fun Club	4900	29,400	$8,925
Summer Time Fun Club Volunteer	25	2,560	$622
Teens Helping Seniors	30	814	$765
Toddler Time	36	144	$560
Total	**10,484**	**52,309**	**$22,788**

Summer Time Fun Club

Teens Helping Seniors

Summer Teen Pack

Toddler Time

Contract Classes

The City contracts with outside (special interest) instructors to teach a variety of recreation and leisure classes for participants of all ages. With the exception of tennis, the City retains 30% of the fees collected for each class (in addition to non-resident fees). The City retains 10% of the fees collected for the tennis program.

Contract Class	Total Participants	Participant Hours	Fees Collected	Total Expenses	Net Revenue
AAU Basketball	8	384	$1,500	$1,050	$4450
Art w/Emily	20	240	$2,040	$1,428	$612
Bollywood Mix	8	32	$204	$143	$61
Cello Tennis Academy	222	1,059	$20,177	$18,159	$2,017
Country Line Dance Party	38	76	$228	$160	$68
Dance w/ Mallory	10	40	$365	$256	$109
Football Conditioning	51	5,192	$2,364	$1,652	$712
Internet Driving School	5	40	$200	$140	$60
Karate	16	128	$400	$280	$120
Lego Engineering	27	405	$4,137	$2,929	$1,207
Mad Science	13	260	$1,972	$1,299	$673
Makoto Kai Jujitsu	2	16	$70	$49	$21
Pilates	14	56	$245	$172	$73
Stepping Out	19	152	$820	$574	$246
Wakeboard Lessons	7	140	$1,295	$907	$388
Total	**460**	**8220**	**$36,017**	**$29,198**	**$10,817**

Adult Sports

Adult sports offered through the City include drop-in sports as well as organized softball, basketball, and volleyball leagues. Drop-in basketball (open gym) numbers are not reported, however, participation for the other programs is listed below.

Sport	Total Participants	Participant Hours	Fees Collected
Basketball (league)	312	720	$4,255
Softball (league)	1,605	6,390	$20,030
Volleyball (league)	144	360	$1,420
Volleyball (open gym)	251	753	$591
Total	**2,312**	**8,223**	**$26,296**

Seniors

Programs at the Woodland Senior Center include art classes; exercise classes; games; leisure programs and activities; education resources; support groups, and special events resulting in a total of 11.314 participant hours during the first quarter.

Programs

Programs	Total Sign Ins	Participant Hours	Fees Collected
Art Classes	406	784	$315
Exercise Classes	3,258	3,415	$891
Games	1,353	2,985	Free Program
General Programs	2,763	2,100	$2,859
Education/Resources	318	424	Free Program
Support Groups	192	384	Free Program
Special Programs	722	722	Free Program
Total	**9,012**	**10,814**	**$4,065**

Events

Events	Date	Total Participants	Participant Hours
Volunteer Appreciation Dinner	August 4	150	300
Senior Potluck	September 22	100	200
Total		**250**	**500**

2016 Outstanding Senior Volunteer Recipients

Grants and Housing

In addition to implementing recreation and senior programs, the Community Services Department also implements the Community Development Block Grant Entitlement program, grants for non-profit organizations, and affordable housing programs. The highlights of these programs for the first quarter are provided below.

Community Development Block Grant (CDBG) Program

The U.S. Department of Housing and Urban Development (HUD) City Council in September approved Woodland's FY 2016/17 CDBG Action Plan. The plans covers $440,618 in new CDBG funds the City will receive from the Federal government and the re-programming of $50,000 in prior year funds for construction projects. The plan provides funding for fifteen public service and construction activities including support for emergency shelters and the rehabilitation of affordable housing units.

The City submitted its FY 2015/16 CDBG Consolidated Annual Performance Evaluation Report (CAPER) to HUD in September for approval. As noted in the CAPER, the City by the end of October, with two exceptions, expects all CDBG construction activities funded prior to FY 2016/17 to have expended at least 60 percent of their funding allocations.

Continuum of Care Grants (CoC) Competition

The City submitted four grant applications in the total amount of $272,169 through the 2016 CoC Competition. The City in partnership with Fourth & Hope will use the funds from three of the grants to permanently house and provide supportive services for chronically homeless families and individuals.

Homeless Outreach

The City began contracting with Fourth & Hope in July for homeless outreach services. Through the July-August period, a total of 27 VI-SPDAT assessments have been conducted on individuals who identified Woodland as their primary residence. The assessment is a combination of two tools: (1) the Vulnerability Index (VI) survey for use in street outreach, which helps to determine the chronicity and medical vulnerability of homeless persons, and the Service Prioritization Decision Assistance Tool (SPDAT). Some of the assessments were conducted for Yolo County's Bridge to Health and Housing Project which is focused on outreach to homeless persons who are frequent users of the emergency rooms located at the two hospitals in Yolo County and at other locations in the county. Out of the 27 assessments, a total of 15 individuals were housed at Fourth & Hope's emergency shelter, 7 individuals continue to receive overnight and case management services, 3 individuals obtained permanent housing, and 1 individual has been placed in a residential treatment program.

Housing-Related Parks Program (HRPP)

Three restrooms purchased with grant funds awarded the City the 2014 HRPP program are under construction and will be installed late this year at City, Everman, and Campbell parks. Water, sewer, electrical, and other site improvements will be completed by City staff to accommodate the new restrooms.

First Time Homebuyer Program

The City continues to work with 10 families participating in its first time homebuyer program. One of the families is under contract to purchase a home with City loan assistance and two other families are going through the income determination process with the City's housing consultant NeighborWorks.

Participant Hours Calculation

The Community Services Department measures programs through "participant hours". Participant hours are a calculation of total program hours multiplied by the total number of unique participants within a program. Total participant hours reports how much time participants spend within each program. The measurement breaks down to 1 person x 1 hour = 1 Participant Hour. It should be noted that a higher number of participant hours is not, by itself, a measurement of greater program success compared to the participant hours of another program.

Participant Hours (PH) is calculated by:
Drop In Programs: 1 Class meeting (in hours) x Total sign ins
Examples include Water Aerobics & Lap Swim, Badminton, and Night Hoops

Classes/Camps/Leagues: Total unique participants x total class time (in hours)
Examples include: Swim Lessons, Mad Science

Individual Entry: Each class meeting (in hours) x Total in attendance (adding each day)
Examples include: Teens Helping Seniors, Teen Pack

Event: Total Attendants x Average Time
Examples include: ReXpo, 4th of July

Participant hours and participants in this report are listed for the three month reporting period; therefore if 100 participants are listed, the 100 refers to the total participants for the three month period and could double or triple count the same participants if they participated each month (i.e. drop in volleyball).

300 First Street
Woodland, CA 95695

City of Woodland

Legislation Details (With Text)

File #:	15-108 Version: 1	Name:	
Type:	P&R Report of the Staff	Status:	Agenda Ready
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Title:	Tennis Grant Approval		
Sponsors:			
Indexes:			
Code sections:			
Attachments:	1. One Page Summary.pdf, 2. SJTF Grant Budget.pdf, 3. 2016 PR Commission Letter of Support.pdf		

Date	Ver.	Action By	Action	Result

Tennis Grant Approval

City of Woodland Community Services Department
Proposal to the Junior Tennis Fund Sacramento for the
New Participant Youth Tennis Scholarship Round 2

The City of Woodland is requesting $1,800 for a new youth participant tennis lesson program ("New Participant Youth Tennis Scholarship Program Round 2").

Background: In 2013, the City of Woodland contracted with Cello International Tennis Academy (CITA) to provide tennis lessons, clinics, and tournaments for the City. CITA director Phil Cello, a NorCal Tennis Hall of Famer, hired head tennis pro Michael Kwong who oversees and provides instruction for the tennis programs. Tennis lessons considered under this proposal would take place at the newly resurfaced City Park courts.

Proposal: The purpose of this grant request is to expose new youth participants to the sport of tennis. The proposal for this program is outlined below:

1) Scholarships would be offered to youth between the ages of 6-9 years old and ages 10-16 years old that have not previously taken tennis lessons through the City's program. Each class will have a maximum of eight participants enrolled. It is estimated that scholarships could be offered to 48 individual youth over a 3-month period.

   Session 1: February 25 - March 25 (5 meetings) (open to all applicants)
   Saturdays / 1pm - 2:30pm / ages 6-9 / $20 Deposit*
   Saturdays / 2:30pm - 4pm / ages 10-16 / $20 Deposit*

   Session 2: April 17 - April 21 (5 meetings) (not open to players from session 1)
   Saturdays / 1pm - 2:30pm / ages 6-9 / $20 Deposit*
   Saturdays / 2:30pm - 4pm / ages 10-16 / $20 Deposit*

   Session 3: April 22 - May 20 (5 meetings) (not open to players from session 1 or 2)
   Saturdays / 1pm - 2:30pm / ages 6-9 / $20 Deposit*
   Saturdays / 2:30pm - 4pm / ages 10-16 / $20 Deposit*

   *This deposit is collected to incentivize new participants to attend all of the class sessions. In the 2016 SJTF program, some participants skipped lessons. This deposit is a way the City is trying to maximize participation. If the player attends four out of five classes, the $20 will be returned to their parent at the conclusion of the session. If the participant attends three or less classes, the deposit would be absorbed into the CITA program.

2) In addition to advertising the youth tennis scholarships through the schools, a press release would be sent to the local newspaper "The Daily Democrat", an article would be included in the Community Service Department's "RecZine" (an emailed magazine to those that have participated in City recreation programs), and information would be included on the Community Service Department's Facebook page soliciting applicants for the scholarships. Based on last year's youth scholarship program, we foresee a strong demand for free tennis instruction.

Budget: $1,800 (48 coaching hours X $40/hr)
The total coaching hours are calculated as: 3 sessions, 5 classes per session, 1.5 hour per class, 2 classes per day (separated by age group). CITA's $40 per hour charge was set in last year's SJTF program. If all classes are full (eight player maximum), the scholarship is estimated to be worth $37.50 each.

City of Woodland

Parks & Recreation Commission
2001 East Street, Woodland, CA 95776

October 7, 2016

Dear Junior Tennis Fund Sacramento,

This letter is to express the support of the City of Woodland Parks & Recreation Commission for the grant proposal submitted by the City of Woodland Community Services Department and the Woodland Tennis Foundation to your organization. Our commission voted unanimously to support this grant request on September 28, 2015 and will consider this new application at the October 24, 2016 meeting. Providing youth with scholarships to learn to play tennis is consistent with our philosophy to continue to introduce youth to leisure activities and spark a passion in their continued pursuit for recreation.

Thank you for the opportunity to submit the grant proposal.

Sincerely,

Jesse Salinas
Chair