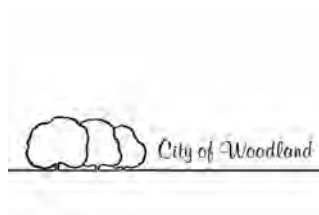


City of Woodland

*300 First Street
Woodland, CA 95695*



Meeting Agenda - Final

Monday, March 27, 2017

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

[17-305](#) Regional Park Update

G. New Business

[17-307](#) Appoint Two Commissions to Parks & Recreation Facility Needs Subcommittee (with two City Council Members)

[17-309](#) Appoint Two Commissioners or Subcommittee to Concession Stand Evaluation Subcommittee

[17-308](#) Appoint Two Commissioners or Subcommittee to Handicap Parking Subcommittee (with two Commission on Aging Commissioners)

H. Committee Reports

[17-302](#) Work Plan

Attachments: [FY 17 Work Plan 102016](#)

[17-303](#) Roster/Committee Assignments

Attachments: [Public PRC Rosters January 2017](#)

I. Consent Calendar

[17-300](#) Approve January 23 and February 27, 2017 Minutes

Attachments: [1232017 Minutes.pdf](#)
[22717 Minutes.pdf](#)

J. Other Business

[17-306](#) Discuss and Approve Springlake Park N1 Name Recommendation to City Council

Attachments: [namingCommission report \(3\).pdf](#)

[17-304](#) Commission Absent Requests

K. Report of the Staff

[17-301](#) Community Services Report for March 27, 2017

Attachments: [CSD Report 032717](#)

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, March 27, 2017 was posted on March 24, 2017 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.

Legislation Details (With Text)

File #: 17-305 **Version:** 1 **Name:**
Type: Presentation **Status:** Agenda Ready
File created: 3/15/2017 **In control:** Parks & Recreation Commission
On agenda: 3/27/2017 **Final action:**
Title: Regional Park Update
Sponsors:
Indexes:
Code sections:
Attachments:

Date	Ver.	Action By	Action	Result
------	------	-----------	--------	--------

Regional Park Update



Legislation Details (With Text)

File #: 17-307 Version: 1 Name:

Type: P&R New Business Status: Agenda Ready

File created: 3/15/2017 In control: Parks & Recreation Commission

On agenda: 3/27/2017 Final action:

Title: Appoint Two Commissions to Parks & Recreation Facility Needs Subcommittee (with two City Council Members)

Sponsors:

Indexes:

Code sections:

Attachments:

Date	Ver.	Action By	Action	Result
------	------	-----------	--------	--------

Appoint Two Commissions to Parks & Recreation Facility Needs Subcommittee (with two City Council Members)

Legislation Details (With Text)

File #: 17-309 Version: 1 Name:

Type: P&R New Business Status: Agenda Ready

File created: 3/15/2017 In control: Parks & Recreation Commission

On agenda: 3/27/2017 Final action:

Title: Appoint Two Commissioners or Subcommittee to Concession Stand Evaluation Subcommittee

Sponsors:

Indexes:

Code sections:

Attachments:

Date	Ver.	Action By	Action	Result
------	------	-----------	--------	--------

Appoint Two Commissioners or Subcommittee to Concession Stand Evaluation Subcommittee



Legislation Details (With Text)

File #: 17-308 Version: 1 Name:

Type: P&R New Business Status: Agenda Ready

File created: 3/15/2017 In control: Parks & Recreation Commission

On agenda: 3/27/2017 Final action:

Title: Appoint Two Commissioners or Subcommittee to Handicap Parking Subcommittee (with two Commission on Aging Commissioners)

Sponsors:

Indexes:

Code sections:

Attachments:

Date	Ver.	Action By	Action	Result
------	------	-----------	--------	--------

Appoint Two Commissioners or Subcommittee to Handicap Parking Subcommittee (with two Commission on Aging Commissioners)

Legislation Details (With Text)

File #: 17-302 Version: 1 Name:

Type: P&R Committee Reports Status: Agenda Ready

File created: 1/31/2017 In control: Parks & Recreation Commission

On agenda: 3/27/2017 Final action:

Title: Work Plan

Sponsors:

Indexes:

Code sections:

Attachments: [FY 17 Work Plan 102016](#)

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. <i>Lead Committee: Urban Forest</i>	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 <i>Lead Committee: Ad Hoc</i>	Approved Sept 2016

FY17 Parks & Recreation Commission Annual Work Plan

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) <i>Lead Committee: Ad Hoc</i>	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 <i>Lead Committee: Facilities Committee</i>	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

FY17 Parks & Recreation Commission Annual Work Plan

to the Commission <i>Lead Committee: Budget and Finance</i>	
--	--

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. <i>Lead Committee: Volunteerism Committee</i>	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. <i>Lead Committee: Program & Department Evaluation</i>	Approved Sept 2016

Legislation Details (With Text)

File #: 17-303 Version: 1 Name:

Type: P&R Committee Reports Status: Agenda Ready

File created: 1/31/2017 In control: Parks & Recreation Commission

On agenda: 3/27/2017 Final action:

Title: Roster/Committee Assignments

Sponsors:

Indexes:

Code sections:

Attachments: [Public PRC Rosters January 2017](#)

Date	Ver.	Action By	Action	Result
------	------	-----------	--------	--------

Roster/Committee Assignments



Parks & Recreation Commission

NAME	E-MAIL ADDRESS	Term Expiration
Carla White-Snyder	whitesnydere@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	12/31/2020

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

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

Legislation Details (With Text)

File #: 17-300 Version: 1 Name:
Type: P&R Consent Calendar Status: Agenda Ready
File created: 1/30/2017 In control: Parks & Recreation Commission
On agenda: 3/27/2017 Final action:
Title: Approve January 23 and February 27, 2017 Minutes
Sponsors:
Indexes:
Code sections:
Attachments: [1232017 Minutes.pdf](#)
[22717 Minutes.pdf](#)

Date	Ver.	Action By	Action	Result
------	------	-----------	--------	--------

TO: PARKS & RECREATION COMMISSION

DATE: March 27, 2017

SUBJECT: January 23 and February 27, 2017 Minutes

Recommendation for Action:

Approve the January 23 and February 27, 2017 Minutes.

Background Information:

Meeting minutes from January 23, 2017 with corrections, are presented for approval.

Meeting minutes from February 27, 2017 are presented for approval.

Staff Contact

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

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

Parks & Recreation Commission Minutes

Monday, January 23, 2017

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, January 23, 2017 in the Council Chambers at City Hall.

Pledge of Allegiance

Roll Call

Commission Members Present:

Commissioner Carla White-Snyder
Chair Jesse Salinas
Commissioner Leigh Ann Hartman
Vice Chair Jon-Paul Valcarengi
Commissioner Romero
Commissioner Miller

Commission Member Absent:

Staff Present:

CSD Director Engel
CSD Analyst Halcon
CSD Manager Bain
CSD Superintendent Schroeder

Public Comment

Bruce Jacks voiced his concerns with gophers in City parks.

James Voorhees encouraged Commissioners to consider recommendation for naming of park.

Communication-Commission/Staff Statements and Requests

Commissioner Miller thanked staff for the removal of the rotted wood in the workout stations at Woodside Park and if there was a plan to replace the stations. Engel responded not at this time.

Presentation

Ken Trott presented the annual report for the Woodland Tree Foundation.

Sacramento Junior Tennis Fund presented the City of Woodland with a check for \$1,800.

Committee Reports

Facilities Committee

Commissioner Romero requested to extend the park naming deadline. Commissioner Salinas would like to find gender balance in park naming, encourage more community input of recommendations. Remove Commissioner Miller from the Finance Committee.

Consent Calendar

October 24, 2016 Minutes

Action:

Romero/Miller seconded to approve October 24, 2016 minutes.

Motion carried by the following roll call vote:

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

Noes: none

Other Business

Consider Commissioner Requests for Excused Absences from Future Meetings

Commissioner Hartman requested off for the February 27th. Commissioner Miller requested off for the June 26th meeting.

Action:

Commissioner Romero/Commissioner Miller seconded to excuse the requested meeting absences.

Motion carried by the following roll call vote:

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

Noes: none

Approve Legacy Grove Proposal

Action:

Commissioner White-Snyder/Commissioner Valcarenghi seconded to approve the Legacy Grove Proposal.

Motion carried by the following roll call vote:

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

Noes: none

Approve Arbor Day Celebration on March 18, 2017

Action:

Commissioner Valcarenghi/Commissioner Miller seconded to approve the Arbor Day Celebration.

Motion carried by the following roll call vote:

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

Noes: none

Staff Reports

Community Services Report

Staff reported to the commission of the upcoming public meetings, Aquatic Feasibility Public Meeting on February 1 at 6 pm and the Hiddleson Pool and Park conversion meeting on February 8 at 6 pm. Engel updated

the commission that the City continues to explore options for the boxing program and finding the best solution for all parties. Staff has submitted a concept proposal for a Cal Fire Grant for the preparation of an urban forest management plan and planting 1,200 trees over the next three years. Engel reported at City Council meeting on January 17, 2017, the council awarded the construction contract for Rick Gonzalez Park and approved the plans and will move forward for bid for the "N1" park. Schroeder reviewed the accomplishments of the work at Ferns Park with funds provided by the John & Eunice Davidson Fund: drinking foundations repaired the poured in place rubber removed and replaced with wood fiber, the play structure painted and two new play features. Engel noted that Ferns Park is also the pilot program for a P.O.P. (Problem Oriented Policing) program to improve the safety at the park. The Dog Park had engineered wood fiber replace the mud and there have been no complaints from the public. Bain provided an update about the Martin Luther King Jr. event held on January 16 and reminded the commissioners about the upcoming ReXpo on March 3.

Action: Received

Next Meeting February 27, 2017

Adjourn 8:17 p.m.

Action: White-Snyder/ **Romero** seconded to adjourn the meeting.

Motion carried by the following roll call vote:

Ayes: Salinas, White-Snyder, Hartman, Valcarengi, Romero, Miller

Noes: none

Parks & Recreation Commission Minutes

Monday, February 27, 2017

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, February 27, 2017 in the Council Chambers at City Hall.

Pledge of Allegiance

Roll Call

Commission Members Present:

Commissioner Carla White-Snyder
Chair Jesse Salinas
Vice Chair Jon-Paul Valcarenghi
Commissioner Joe Romero
Commissioner Stephanie Miller

Commission Member Absent:

Commissioner Leigh Ann Hartman

Staff Present:

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

Public Comment

Carolina Reyes, COW Youth Committee member invited Commissioners to attend and assist with the March 16, 2017, 5-7 p.m. mock interview process for the committee.

Elaine Mc Cain addressed the Commission, representing her husband Floyd Mc Cain, President of the Woodland Tennis Club. Requested an update, since it has been nine months since the Commission had received the Tennis Complex proposal from the Committee. Commissioner Miller responded that none of the additional information requested have been provided. Art Williams asked what information was still needed. Engel responded that operational expenses, revenues, and cost of the facility were the items requested.

Communication-Commission/Staff Statements and Requests

None.

New Business

Aquatics Feasibility Study Concept Options

Brent Meyer, City Engineer stated that staff would like to receive input from the Commission on the draft concepts that were presented to the public on February 1, 2017. Additionally, staff would like to receive the Commission's input on the pros and cons of each of the aquatic complex sites included in the study. The cost for any of the three options could vary dependent of the site chosen and the additional cost for the site.

Option 1

All Commissioners agree that they would like Option 1 eliminated.

Option 2

All Commissioners agree that this option is the best for the Community. Would like additional lanes for lap swim, and shade structure. The zero entrance pool is great for families and the disabled. The ability to close of part of the site when not in use was a positive. The Commissioners like that this option requires the least amount of City subsidy. Commissioners questioned the need for classroom and staff offices. Would like the pool deeper to accommodate swim meets, water polo etc.

Option 3

All Commissioners feel that this option with one pool is not a good option.

Site Options

Woodland Sports Park

Pros

Commissioner Valcarenghi stated that the site opens access to seniors "synergy"

Commissioner White-Snyder stated that this site enhances use of Woodland Community & Senior Center making it a well-rounded center. This site is closer to the center of town, highest cost recovery and better staff oversight of the facility.

Commissioner Miller felt the community would benefit. This site would create a hub, with the pool fully accessible, to the seniors.

Cons

Commissioner Salinas felt that non-community using the Sports Park could limit community access if the pool was located here.

Commissioner White-Snyder stated that the location could limit expansion.

Commission asked if another section at the Community Center would allow better expansion and parking.

Woodland Community College

Pros

Commissioner Valcarenghi liked proximity to PHS.

Commissioner White-Snyder agreed with Commissioner Valcarenghi.

Commissioner Miller stated that the location could benefit the college as well as PHS.

Cons

Commissioner Valcarenghi parking location and accessibility to pool.

Commissioner White-Snyder needs better parking plan, 1/8 mile to parking is an issue.

Commissioner Miller was also concerned about parking.

Commissioner Romero asked if a back entrance could be created at this site, on WJUSD's property or purchasing the property on the south side of PHS from WJUSD.

Spring Lake

Pros

Commissioner Valcarengi access is good, crossing one main road, Gibson.

Cons

Commissioner Salinas stated that parking could be an issue in the future.

Commissioner White-Snyder felt that the access only benefited residents of Spring Lake, traffic issues for non-Spring Lake residents.

Committee Reports

Facilities Committee

None at this time.

Consent Calendar

January 23, 2017 Minutes

Action:

Romero/White-Snyder seconded to approve January 23, 2017 minutes.

Motion carried by the following roll call vote:

Ayes: Salinas, White-Snyder, Valcarengi, Romero, Miller

Noes: none

Other Business

Consider Commissioner Requests for Excused Absences from Future Meetings

No requests for absence received at this meeting.

Action:

Staff Reports

Community Services Report

Bain reviewed the report highlighting the Summer Activity Guide, Adult Sports, and Bridal Fair with 60 vendors. Bain invited the Commission to attend ReXpo on Friday, March 3, 2017. Commissioner Romero asked about the Boxing program. Engel responded that the Boxing program was moving into the Youth Center at the Woodland Community & Senior Center. Dance classes that were held in the Youth Center are being moved to the banquet room with rescheduling kept to a minimum. Staff met with U.C. Davis Boxing Coach, Halcon is comparison shopping for items needed, the kitchen island will be removed and mirrors installed. Commissioner Romero asked when the restrooms would be installed at City Park. Schroeder responded that the restrooms at Campbell and Everman Parks have street access to the sites where City Park will require a crane in the park. Staff will wait until the ground is dry enough to accommodate the crane. Commissioner Salinas stated that the guide is laid out great and asked about the gopher issue. Schroeder reported that the contractor has been addressing the gopher issue and communicated this to the resident who raised the concern.

Action: Received

Quarterly Report

Commissioner Romero thanked staff for their hard work and volunteering during the Oroville Dam evacuation to the Yolo Fair Grounds.

Action: Received

Next Meeting March 27, 2017**Adjourn 8:41 p.m.**

Action: Romero/ Miller seconded to adjourn the meeting.

Motion carried by the following roll call vote:

Ayes: Salinas, Valcarengi, White-Snyder, Romero, Miller

Noes: none

Legislation Details (With Text)

File #: 17-306 Version: 1 Name:

Type: P&R Other Business Status: Agenda Ready

File created: 1/30/2017 In control: Parks & Recreation Commission

On agenda: 3/27/2017 Final action:

Title: Discuss and Approve Springlake Park N1 Name Recommendation to City Council

Sponsors:

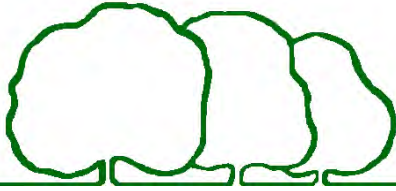
Indexes:

Code sections:

Attachments: [namingCommission report \(3\).pdf](#)

Date	Ver.	Action By	Action	Result
------	------	-----------	--------	--------

Discuss and Approve Springlake Park N1 Name Recommendation to City Council



City of Woodland

Parks & Recreation Commission Communication

AGENDA ITEM

SUBJECT: Spring Lake Park N1 Naming

DATE: March 27, 2017

PREPARED BY: Community Services Department

RECOMMENDED ACTION: Approve recommendation of naming of Spring Lake N1 Park as "Spring Lake Park"

On July 5, 2016 the City Council reaffirmed the policy that identified a process for naming new parks and recreation facilities; the policy was originally approved on March 21, 1995. This process includes the Parks & Recreation Commission soliciting potential park names from the public and recommending a park name to the City Council. Spring Lake Neighborhood Park 1 (referred to as N1) is located on Osborn Drive and Shellhammer Drive. Construction of this park will occur in two phases; the first two-acre phase is expected to start in spring of 2017. Consistent with the naming policy, Park N1 will need an official name prior to its opening.

Between December 1, 2016 and January 3, 2017, the Parks & Recreation Commission solicited nominations for the naming of Spring Lake Park N1. Eight nominations were received. The facilities committee met and determined it would be best to extend the nomination period to broaden the list of possible names. At the January 23, 2017 Parks & Recreation Commission meeting, the commission approved the extension of the nomination period to seek additional public input. Therefore, the nomination period was extended and began on January 27 through March 3. Twelve additional nominations were received. The Commission also considered the seven names received during the solicitation for names for Spring Lake Park N3 (now Rick Gonzales Sr., Park).

N3 Nominations: Bobby Joe "BJ" Ford-Ishikawa Park, Grace "Patches" Hiddleston, Larry Love Park, Mary Lynne Ishikawa, Spring Lake Neighborhood Park, Warren F. Meyer Jr., and Wendi Locatelli

N1 First Nomination Period: Felix Castillo, Lawrence Larue Sills, Melba Whitehead, Neil Roberts, John Wohlfrom, Leake Family, Larry Love, and William (Bill) Petty

N1 Second Nomination Period: E.C.Y. Park, Neil Roberts Memorial Park, J.G. Motroni Park, Golden Park, Noah's (P)Ark, Martin "Skip" Quinlan, Carrie Blowers, Herbert W. Chandler Memorial Park, Shellborn Park, Rebecca Ramirez Park, Patwin Park, and Korematsu Park

The facilities committee of the Parks & Recreation Commission met on March 8, 2017. The committee considered 27 names that were nominated and unanimously recommended that the park be named "Spring Lake Park".

Legislation Details (With Text)

File #: 17-304 Version: 1 Name:
Type: P&R Other Business Status: Agenda Ready
File created: 1/31/2017 In control: Parks & Recreation Commission
On agenda: 3/27/2017 Final action:
Title: Commission Absent Requests
Sponsors:
Indexes:
Code sections:
Attachments:

Date	Ver.	Action By	Action	Result
------	------	-----------	--------	--------

Commission Absent Requests

Legislation Details (With Text)

File #: 17-301 Version: 1 Name:
Type: P&R Report of the Staff Status: Agenda Ready
File created: 1/30/2017 In control: Parks & Recreation Commission
On agenda: 3/27/2017 Final action:
Title: Community Services Report for March 27, 2017
Sponsors:
Indexes:
Code sections:
Attachments: [CSD Report 032717](#)

Date	Ver.	Action By	Action	Result
------	------	-----------	--------	--------

TO: Parks & Recreation Commission

DATE: March 27, 2017

SUBJECT: Community Services Report for March 27, 2017

Recommendation for Action: None. Information only.

Background Information:

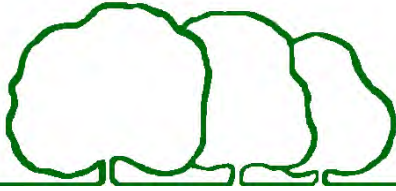
The following provides highlights of the Community Services Department since the last report.

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

Parks & Recreation Commission Communication

AGENDA ITEM

SUBJECT: Monthly Community Services Report

DATE: March 27, 2017

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 AND RECREATION FACILITIES

Hiddleson Demolition and Park Reuse Project: The Community Development Department will be bringing forward a report to the City Council to request bids for the demolition of Hiddleson Pool in April. The City will have a better understanding of the funds available for reuse of the site after the bids have been received.

Aquatic Feasibility Study: In April, staff will be meeting with the City Council Infrastructure subcommittee to discuss the Aquatic Feasibility Study. The commission will be updated on the status of this project at the next commission meeting.

Park Maintenance

Ferns Park Projects: As part of the John and Eunice Davidson Fund, the play structure roof tops and murals were recently painted. Staff met with the fund trustee to discuss other possible park improvements.

2014 State Housing-Related Parks Program Grant Projects

New Restrooms: With the recent break in the rainy weather the new restrooms at Everman, Campbell, and City Parks were installed. The restrooms will be open after new concrete walkways are installed in the new few weeks.

City Park Tennis Court Resurfacing and Field Repairs: Resurfacing of the tennis courts at City Park is scheduled for April 10th. The schedule for this work has been coordinated with the Woodland Tennis Club and the City's tennis contractor.

The field repairs at City Park, due to all of the heavy equipment that needed to be on the grass for the demolition of the old restroom and the installation of the new restroom, will take place in the next couple of weeks. Work will include irrigation repairs and the addition of soil to level the field.

Evermen Park Tot Lot and Basketball Court Resurfacing: Staff has received quotes for replacing the tot lot playground and resurfacing the basketball court. Staff is currently scheduling these projects with the contractors.

Campbell Park Basketball Court Resurfacing: Staff has received quotes to resurface the basketball court and is currently scheduling this project with a contractor.

CalFire Grant Update: On December 30, 2016, the City, partnering with the Woodland Tree Foundation, submitted a concept proposal to the Department of Forestry and Fire Protection for the preparation of an urban forest management plan and planting 1,200 trees over the next three years (\$356,000 in grant funds, with \$144,000 in matching funds, mostly in-kind personnel). The grants are funded with Greenhouse Gas Reduction funds.

The City was notified on March 10th that they were successful with the concept proposal and was invited to submit an application for the grant funds. The grant application will be considered by the City Council on April 18, 2017 and the application will be submitted by its due date of April 26.

Urban Forestry

Work Orders: Staff continues to assess the types of work orders that are open and schedule work in a manner to continue to reduce the overall total of work orders. In the next few months, it is anticipated that the work order total should greatly be reduced as tree plantings occurred as part of the Arbor Day Celebration (March 18) and will also occur with the Community Day of Service (April 29).

Month	Inspections	Investigations	Planting	Pruning	Pruning-City Contract	Pruning-Maintenance only	Removal Program	Removal Program-City Contract	Hazard Response	Stump Grinding	Total Work Orders
Jan-17	5	9	204	1	2	5	101	1	3	118	449
Feb-17	6	11	182	1	2	5	99	1	4	119	429
Mar-17	6	11	186	1	2	5	99	1	1	120	435

Tree Plantings and Removals: In 2016, 253 trees were planted compared to 89 tree removals. To date for calendar year 2017, 4 trees have been planted compared to 10 tree removals.

Cemetery

The Woodland Cemetery had seven full burials and three cremation interments during the month of February and posted \$23,883 in sales for the month.

RECREATION

Adult Sports

During the month of March, Adult Sports programs (consisting of basketball, softball, and volleyball) started their spring seasons.

Basketball started on March 9 and has 16 teams in the league. Teams played two games, and then were separated into upper and lower divisions for the remainder of the season. A 40 & Over league is scheduled to start on March 27. This league was created from the demand amongst players from the winter league interested in continuing to play through the spring.

The softball league started on March 8 with 47 teams (26 men's and 21 co-ed). Teams were placed into different divisions based on their level of play (D1 is the highest level, D2 is mid-level, and D3 is the lowest level) as determined by the team managers at the pre-season manager's meeting. The season consists of seven league games followed by a single elimination playoff game.

The spring volleyball league that started on March 13 has 9 volleyball teams; 4 in the upper "A" division and 5 in the lower "B" division. Teams are scheduled to play in an eight-game league.

Community Center and Sports Park

Community & Senior Center reservations for February included:

Private Reservations

No private reservations

City-related reservations

Aquatic Public Input Meeting

CIT Training – Police Department (4 days)

Public Works Meeting (2 days)

Water Rate Public Input Meeting

Southland Park Public Input Meeting

Human Resources Exam

Community Service Awards

Operational Team Meeting - YGRIP

Multi-Agency Gang Training – Police Department

Award ceremonies – Police Department (several)

Facility Maintenance Projects for February 2017 included:

- Replaced broken toilet in Senior Center
- Repaired gym threshold between gym structure and lobby structure
- Repaired leaky sink in main kitchen
- Heat pump #2 repaired above staff office area
- Replaced volleyball floor plate covers

Woodland Sports Park Tournament Reservations: Woodland Sports Park held nine tournament events in February for teen baseball and girls fast-pitch softball (one event was cancelled due to

inclement weather). Over 100 teams participated in competition for the month of February. The total revenue captured for these reservations was \$15,750.

General Recreation Programming

Boxing Program Update: Staff has continued to work with the boxing contractor and UCD boxing coach on identifying the improvements that are needed to create the boxing center in the “youth center” at the Community & Senior Center. Flooring has been ordered and should arrive within 2 weeks. Additionally, an electrician has been contracted with to modify lighting in the facility (they are waiting for parts to arrive to be able to start the electrical work). We have also contracted with a company to install the mirrors that will be on the back wall behind the boxing ring. All boxing equipment has been ordered. As further boxing center needs were evaluated, it was determined that no walls would need to be removed (the only item that needs to be removed is the island in the kitchen area). Staff will provide an additional update as work proceeds on this project.

Bridal Show and Event Faire: On Saturday, February 25, the Community Services Department held the second-annual Bridal Show and Event Faire at the Community & Senior Center. Over 40 local vendors were on hand to distribute information, including photographers, caterers, DJs, and others. It is estimated that about 400 people came to the event. A fashion show was conducted with help from Cocco’s Couture dress shop.

ReXpo: The Community Services Department hosted ReXpo on March 3, the annual open house for the City’s recreation programs and other City partners. This event attracted over 500 people who played games, enjoyed local cuisine and beverages, and the art show. Vendors from Maria’s Cantina offered free food samples in the main lobby, while Blue Note Brewery and Simas Family Vineyard offered beer and wine tastings in the Senior Art Show. Revenue brought in during the event this year was \$31,246, compared to \$21,340 last year, and \$14,654 in 2015. During ReXpo, event participants were able to enter a raffle for two fitness trackers (provided by the Woodland Recreation Foundation), a hammock, an 8-person tent, free park rentals, and free swim lessons. In addition, members of the Parks and Recreation Commission surveyed participants about departmental marketing.

Youth Basketball League: Community Services’ youth basketball program, made up of three divisions of youth ages 10-14, finished on February 18. Playoff champions were crowned in three divisions after an eight-game season. Sixteen volunteer coaches volunteered over 40 hours each during the season. Overall, 140 players amongst sixteen teams played 81 games of basketball. The program collected \$16,000 in registration.

Seasonal Hiring: The Community Services Department is now accepting applications for seasonal part-time staff interested in working with children and teens during the summer for programs including: Summertime Fun Club, Summer Teen Pack, and Rec2Go. Recruitment is being conducted for the following positions: Activity Leader I/II, Activity Manager, and Special Program Coordinator. Work experience is not required and training is provided. Online applications are available at the Human Resources web page: <http://www.cityofwoodland.org/gov/depts/adminsrvs/hr/apply.asp>. Interviews are scheduled for mid-April and staff training will be held June 3-4.

Drum Lessons Offered: The Community Services Department has added DrumsxRy (pronounced “Drums By Ry”) to its contract recreation program. DrumsxRy is a drum lesson program instructed by 16-year-old Rylan Childers. He will be offering lessons over the summer break to kids ages 6-16 at the Community & Senior Center.

Measure J Programming

Scholarship Update: Measure J provides funding for “camperships” or scholarships for youth participants of income qualified families. Camperships result in a fee reduction for the following programs (programs are not offered for free): swim lessons, Summertime Fun Club, Summer Teen Pack, Lifeguard Training, and the Outdoor Adventure Trip to Yosemite. The following funds remain available: \$1,121 for swim lessons, \$4,660 for Summertime Fun Club, \$8,100 for Summer Teen Pack, \$1,050 for the Yosemite Trip, and \$1,000 for Lifeguard Training. Applications are still being accepted from Woodland residents whose families meet a low income requirement (generally those who meet the requirements for the school lunch program). Based on the amount of private funding received from the Woodland Recreation Foundation, ten scholarships will be available for low-income qualifying families for the Outdoor Adventure Trip to Yosemite.

A look ahead to summer programs: Community Services will continue to offer programs targeted to middle school aged children (youth ages 12-15) available with Measure J funding. Programs include the Summer Teen Pack and Outdoor Adventure Trip to Yosemite. Preparation for the summer includes scheduling and coordinating field trips, activities, and the hiring of seasonal part-time staff. Staff has also been coordinating the schedule for Rec2Go for visits to parks and other locations such as Yolo Housing Authority, Mutual Housing, and Casa del Sol.

The Summer Teen Pack is scheduled for seven weeks beginning June 12 and ending July 28. Each week, the program uses public transportation for field trips throughout the Yolo/Sacramento region such as an improvisational comedy routine in Old Sacramento, Go Kart Racer in West Sacramento, and a River Cats game. The registration fee for the program is \$80 per week and scholarships are available for income qualifying families.

This summer the Outdoor Adventure Trip to Yosemite is expanding the registration maximum to 40 participants (last year’s maximum was 30). The City partners with the Nature Bridge organization who offers a comprehensive program rich with learning opportunities, once in a lifetime experiences, and trained professional educators. Participants stay at the Nature Bridge campus in Crane Flats. The 5-day 4-night program costs Woodland residents \$199; scholarships are available for income qualified individuals reducing the cost of the trip to \$49.

For the last three weeks of summer (July 31-August 18), middle school aged children can attend the daily Drop-In Teen Pack program. Cost for the program is \$5 a day. The daily program is run similarly to the weekly program, however there are no field trips or travel out of Woodland.

Upcoming Dates

April 2: César Chávez Celebration, 4:00-8:00 pm (program at 5 pm), First & Bush Streets

April 7: April Pool’s Day, 5:30-7:30 pm, Community Swim Center

April 29: Community Day of Service, 9 am Jack Slaven Park (tree planting)

SUBJECT: Monthly Community Services Report**PAGE:** 6**ITEM:**

COMMUNITY SERVICES SNAPSHOT THRU 2 /28/17

Program	Budget	Expenses & Encumbrances	Balance	% Remaining
General Fund				
Community Services Administration	\$507,961.00	\$301,867.70	\$206,093.30	40.57%
Community & Senior Center	\$911,209.52	\$559,159.12	\$352,050.40	38.64%
Brook Swim Center-Recreation	\$158,089.00	\$101,037.01	\$57,051.99	36.09%
General Recreation Programs	\$475,659.00	\$310,224.95	\$165,434.05	34.78%
General Landscape Maintenance	\$219,059.00	\$183,442.01	\$35,616.99	16.26%
Park Maintenance	\$1,416,743.06	\$964,462.99	\$452,280.07	31.92%
Hiddleson Maintenance	\$3,782.00	\$1,006.61	\$2,775.39	73.38%
Charles Brooks Swim Center Maintenance	\$343,516.00	\$239,328.60	\$104,187.40	30.33%
Tree Maintenance	\$361,851.00	\$273,334.98	\$88,516.02	24.46%
Enterprise Fund				
Cemetery Maintenance	\$432,058.00	\$271,999.60	\$160,058.40	37.05%
Youth Enterprise	\$376,237.60	\$281,952.81	\$94,284.79	25.06%
Lighting & Landscape District				
Gibson Ranch	\$770,699.15	\$456,721.55	\$313,977.60	40.74%
North Park District	\$28,269.00	\$23,198.75	\$5,070.25	17.94%
Streng Pond Maintenance District	\$30,897.00	\$22,796.55	\$8,100.45	26.22%
Woodland West (Westwood)	\$19,876.00	\$6,818.50	\$13,057.50	65.69%
Springlake	\$792,343.73	\$548,557.03	\$243,786.70	30.77%
Community Sports Park Programs	\$386,200.00	\$201,881.51	\$184,318.49	47.73%
Gateway	\$101,185.00	\$55,382.10	\$45,802.90	45.27%
Measure J				
General Recreation Programs	\$420,163.00	\$230,966.29	\$189,196.71	45.03%
Middle School Programs	\$348,627.00	\$212,280.94	\$136,346.06	39.11%
Aquatics	\$221,126.00	\$113,794.49	\$107,331.51	48.54%
Recreation Van	\$61,262.00	\$32,245.41	\$29,016.59	47.36%
Summer Camp	\$174,652.00	\$73,658.63	\$100,993.37	57.83%
Youth Advisory Committee and Academy	\$5,000.00	\$1,009.55	\$3,990.45	79.81%
TOTAL RECREATION BUDGET	\$8,565,025.06	\$5,467,127.68	\$3,099,337.38	36.19%

SUBJECT: Monthly Community Services Report

PAGE: 7

ITEM:

COMMUNITY SERVICES - REVENUE SNAPSHOT thru 2/28/17

Account Title	FY17 Projection	FY17 Revenue to Date	% of Projection
Red Cross Course Fee	\$500.00	\$445.00	89.00%
Msc. Sales	\$2,002.00	\$550.00	27.47%
C. Brooks Swim Center Revenue	\$150,000.00	\$58,631.53	39.09%
Senior Programs Revenue	\$10,000.00	\$6,549.70	65.50%
Community Senior Center Msc.	\$80,000.00	\$51,211.50	64.01%
Community Fitness Center	\$34,992.00	\$18,303.20	52.31%
Community Sports Park	\$205,000.00	\$167,953.00	81.93%
Measure J.	\$5,000.00	\$12,703.00	254.06%
General Recreation	\$80,000.00	\$26,030.75	32.54%
Yolano Recreation Program Income	\$5,000.00	\$2,715.00	54.30%
Adult Recreation & League Programs	\$95,000.00	\$59,054.30	62.16%
Cemetery Internment Space	\$20,488.00	\$22,625.00	110.43%
Cemetery Services	\$44,042.00	\$30,890.00	70.14%
Cemetery Products	\$30,699.00	\$21,832.00	71.12%
Endowment Care Fee	\$13,249.00	\$11,520.00	86.95%
Park Revenue	\$60,000.00	\$38,374.00	63.96%
Gibson Ranch Park Revenue	\$4,743.00	\$8,211.50	173.13%
Springlake Park Revenue	\$9,530.00	\$4,390.00	46.07%
Recreation Contract	\$183,000.00	\$87,376.50	47.75%
TOTALS	\$1,033,245.00	\$629,365.98	61%