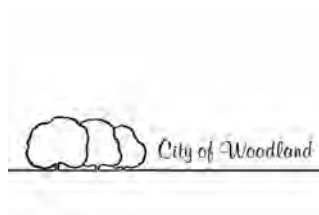


City of Woodland

*300 First Street
Woodland, CA 95695*



Meeting Agenda - Final

Monday, April 24, 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**G. New Business****H. Committee Reports**

[17-402](#) Work Plan

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

[17-403](#) Roster/Committee Assignments

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

[17-405](#) ReXpo Survey Results

[17-406](#) Facility Needs Ad Hoc Subcommittee

[17-407](#) Concession Stand Evaluation Subcommittee

[17-408](#) Handicap Parking Subcommittee

[17-409](#) Standing Committee Reports

I. Consent Calendar

[17-400](#) Approve March 27, 2017 Minutes

Attachments: [32717 Minutes](#)

J. Other Business

[17-404](#) Commission Absent Requests

Attachments: [P&R March 2017](#)

K. Report of the Staff

[17-401](#) Community Services Report for April 24, 2017

Attachments: [CSD Report 042217](#)

[17-410](#) Quarterly Report January-March 2017

Attachments: [3rd Quarter 17](#)

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, April 24, 2017 was posted on Friday, April 21, 2017 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 #: 17-402 **Version:** 1 **Name:**
Type: P&R Committee Reports **Status:** Agenda Ready
File created: 1/31/2017 **In control:** Parks & Recreation Commission
On agenda: 4/24/2017 **Final action:**
Title: Work Plan
Sponsors:
Indexes:
Code sections:
Attachments: 1. FY 17 Work Plan 102016

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

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

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

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 #: 17-403 Version: 1 Name:

Type: P&R Committee Reports Status: Agenda Ready

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

On agenda: 4/24/2017 Final action:

Title: Roster/Committee Assignments

Sponsors:

Indexes:

Code sections:

Attachments: 1. Public PRC Rosters April 2017

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

Roster/Committee Assignments



Parks & Recreation Commission

NAME	E-MAIL ADDRESS	Term Expiration
Carla White-Snyder	whitesnyderc@gmail.com	12/31/2017
Rashid Ali	radali@ucdavis.edu	12/31/2019
Jesse Salinas, Chair	jessesalinas333@gmail.com	12/31/2018
Andrew Foraker	Eforaker12@gmail.com	12/31/2017
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,

Ad Hoc Committee

Salinas, **White-Snyder**

Budget and Finance Committee

White-Snyder, Romero

Urban Forest Committee

Romero, **Valcarenghi**

Volunteerism Committee

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 #: 17-405 Version: 1 Name:

Type: P&R Committee Reports Status: Agenda Ready

File created: 4/6/2017 In control: Parks & Recreation Commission

On agenda: 4/24/2017 Final action:

Title: ReXpo Survey Results

Sponsors:

Indexes:

Code sections:

Attachments:

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

ReXpo Survey Results



Legislation Details (With Text)

File #: 17-406 Version: 1 Name:
Type: P&R Committee Reports Status: Agenda Ready
File created: 4/6/2017 In control: Parks & Recreation Commission
On agenda: 4/24/2017 Final action:
Title: Facility Needs Ad Hoc Subcommittee
Sponsors:
Indexes:
Code sections:
Attachments:

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

Facility Needs Ad Hoc Subcommittee

Legislation Details (With Text)

File #: 17-407 Version: 1 Name:

Type: P&R Committee Reports Status: Agenda Ready

File created: 4/6/2017 In control: Parks & Recreation Commission

On agenda: 4/24/2017 Final action:

Title: Concession Stand Evaluation Subcommittee

Sponsors:

Indexes:

Code sections:

Attachments:

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

Concession Stand Evaluation Subcommittee

Legislation Details (With Text)

File #: 17-407 Version: 1 Name:

Type: P&R Committee Reports Status: Agenda Ready

File created: 4/6/2017 In control: Parks & Recreation Commission

On agenda: 4/24/2017 Final action:

Title: Concession Stand Evaluation Subcommittee

Sponsors:

Indexes:

Code sections:

Attachments:

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

Concession Stand Evaluation Subcommittee

Legislation Details (With Text)

File #: 17-408 Version: 1 Name:
Type: P&R Committee Reports Status: Agenda Ready
File created: 4/6/2017 In control: Parks & Recreation Commission
On agenda: 4/24/2017 Final action:
Title: Handicap Parking Subcommittee
Sponsors:
Indexes:
Code sections:
Attachments:

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

Handicap Parking Subcommittee



Legislation Details (With Text)

File #: 17-409 Version: 1 Name:
Type: P&R Committee Reports Status: Agenda Ready
File created: 4/6/2017 In control: Parks & Recreation Commission
On agenda: 4/24/2017 Final action:
Title: Standing Committee Reports
Sponsors:
Indexes:
Code sections:
Attachments:

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

Receive updates from the Standing Committees.

- Facilities Committee
- Program & Department Evaluation Committee
- Budget and Finance Committee
- Urban Forest Committee
- Volunteerism Committee

Legislation Details (With Text)

File #: 17-400 Version: 1 Name:
Type: P&R Consent Calendar Status: Agenda Ready
File created: 1/30/2017 In control: Parks & Recreation Commission
On agenda: 4/24/2017 Final action:
Title: Approve March 27, 2017 Minutes
Sponsors:
Indexes:
Code sections:
Attachments: 1. 32717 Minutes

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

TO: PARKS & RECREATION COMMISSION

DATE: April 24, 2017

SUBJECT: March 27, 2017 Minutes

Recommendation for Action:

Approve the March 27, 2017 Minutes.

Background Information:

Meeting minutes from March 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, March 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, March 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 Leigh Ann Hartman
Commissioner Stephanie Miller

Commission Member Absent:

Commissioner Joe Romero

Staff Present:

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

Public Comment

James Vorhees questioned the Commission on the possible use of the Willow Springs school site for a community park. Commissioner Salinas explained that the City could not use Willow Springs for a park since the property belongs to the Woodland Joint Unified School District.

Communication-Commission/Staff Statements and Requests

None.

Presentation

Ken Hiatt, Assistant City Manager, presented the concept plans for Woodland Regional Park. The project goals are to protect and enhance existing habitat and promote understanding of the interdependence of agriculture, conservation and the environment. A proposed education center would expose youth to career pathways and provide a community-wide resource to enhance the social and cultural life and promote opportunities for education, conservation and lifelong learning. Hiatt stated that staff was currently working on a MOU for the

project with Explorit Yolo and Tuleyome. Preliminary plans include science and nature center facility and hiking trails on the 160 acre site. The City project is looking at grants for the site and will need community stakeholder to help fund and move the project forward. Chris Breazeale and Lars Anderson from Explorit Yolo are looking for new board members for this project. Rachel Duncan expressed her concerns for the youth getting to the site. Commissioner Salinas explained that a partnership with the schools would benefit both the schools and the children. Ms. Duncan asked if Native American history would be included. Chris (from Explorit) responded yes, there were plans for local Native American history. James Vorhees asked how the City was planning on funding the project. Hiatt responded that the City was looking for partners and Grants to fund the project. Commissioner Hartman asked what the timeline would be. Hiatt stated the funding will drive the timeline.

New Business

Appoint Two Commissioners to Parks & Recreation Facility Needs Subcommittee

Action:

White-Snyder/Salinas seconded to approve Commissioner White-Snyder and Commissioner Salinas to the Facility Needs Ad Hoc Subcommittee.

Motion carried by the following roll call vote:

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

Noes: none

Appoint Two Commissioners or Subcommittee to Concession Stand Evaluation Subcommittee

Action:

Hartman/Valcarenghi seconded to appoint Commissioner Miller and Commissioner Romero to the Concession Stand Evaluation Subcommittee.

Motion carried by the following roll call vote:

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

Noes: none

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

Action:

White-Snyder/Miller seconded to appoint Commissioner Valcarenghi and Commissioner Hartman to the Handicap Parking Subcommittee.

Motion carried by the following roll call vote:

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

Noes: none

Committee Reports

Work Plan

Commissioner will begin review and update of the Work Plan at the April and May meetings.

ReXpo Survey Results, Facility Needs Ad Hoc Subcommittee, Concession Stand Evaluation Subcommittee, Handicap Parking Subcommittee will be added to future agendas for updates.

Roster/Committee Assignments

Commissioner Salinas asked when a new Commissioner would be assigned. Engel responded that Council would be interviewing potential Commissioners on April 6, 2017.

Consent Calendar

January 23, 2017 Minutes and February 27, 2017 Minutes

Action:

White-Snyder/Valcarenghi seconded to approve both the January 23, 2017 and February 27, 2017 minutes with changes.

Motion carried by the following roll call vote:

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

Noes: none

Other Business

Discuss and Approve Spring Lake Park N1 Name Recommendation to City Council

Commissioner White-Snyder reported that the Committee reviewed all the names received for Spring Lake N1 Park. The community requested naming the park Spring Lake Park. The Committee felt the name was a regional name, logical and a reasonable request. Engel informed the Commission that the naming of the park would be on the April 18, 2017 City Council agenda. Engel asked if one of the Committee members could attend the meeting. Commissioner Valcarenghi responded that if Commissioner Romero could not attend Commissioner Valcarenghi would.

Action:

Miller/Hartman seconded to recommend the name Spring Lake Park as the new name for N1 Park to City Council.

Motion carried by the following roll call vote:

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

Noes: none

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 Measure J Scholarship program. All 85 swim lesson scholarships have been given out. There are 23 Summer Time Fun Club scholarships still available, along with the Yosemite (10 available) and Summer Teen Pack. Upcoming events include April 2, 2017 Cesar Chavez event at the Food Truck Mania event, and April Pools Day on April 7, 2017. New Recreation Coordinator, Penelope Crouse-Feehan started last week, duties will include Adult Sports Programs and Special Events.

Schroeder updated the Commission on the parks projects. Painting was done at Ferns Park with grant funds from the John & Eunice Davidson Foundation. Staff met with the trustee to discuss other possible park improvements. New restrooms have been installed at Everman, Campbell and City Parks and will open once the concrete work is completed. City Park tennis courts are scheduled to be resurfaced on April 10, 2017. Repairs are planned at City Park field, which was damaged with the heavy equipment during the restroom installation. Everman Park new tot lot and basketball resurfacing is currently being scheduled. 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.

Action: Received

Next Meeting April 24, 2017

Adjourn 7:55 p.m.

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

Motion carried by the following roll call vote:

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

Noes: none



Legislation Details (With Text)

File #: 17-404 Version: 1 Name:

Type: P&R Other Business Status: Agenda Ready

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

On agenda: 4/24/2017 Final action:

Title: Commission Absent Requests

Sponsors:

Indexes:

Code sections:

Attachments: 1. P&R March 2017

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

Commission Absent Requests

Parks & Recreation Commission Attendance (current commissioners only)
Meetings 4th Monday of each month @ 6:30 pm (no meetings in August or December)

Commissioners	7/2016	8/2016	9/2016	10/2016	11/2016	1/2017	2/2017	3/2017	4/2017	5/2017	6/2017
Jesse Salinas											
Jon-Paul Valcarenghi	Unexcused Absence										
Carla White-Snyder											
Vacant											
Joe Romero				Excused Absence				Unexcused Absence			
Stephanie Miller				Unexcused Absence							Excused Absence
Leigh Ann Hartman							Excused Absence				
Quorum	Yes	Yes	Yes	Yes	Meeting Cancelled	Yes					

Legislation Details (With Text)

File #: 17-401 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: 4/24/2017 Final action:
Title: Community Services Report for April 24, 2017
Sponsors:
Indexes:
Code sections:
Attachments: 1. CSD Report 042217

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

TO: Parks & Recreation Commission

DATE: April 24, 2017

SUBJECT: Community Services Report for April 24, 2017

Recommendation for Action: None. Information only.

Background Information:

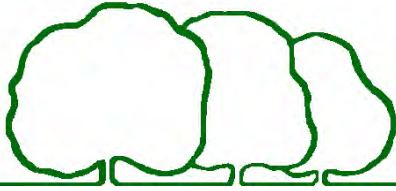
The following provides highlights of the Community Services Department since the last report.

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: April 22, 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

Hiddleston Demolition and Park Reuse Project: The City Council will soon be considering a request from staff to start the bid process for demolishing Hiddleston Pool (a proposed action will be considered in May/June). It is anticipated that demolition will begin shortly thereafter. Staff will be able to better ascertain the funds available for reuse of the site after the demolition bids are received.

Park Maintenance

Day of Service: The annual Day of Service, organized by the Church of Jesus Christ of Latter Day Saints, will be held on April 29 from 9 am to noon. Participants will meet at Jack Slaven Park and then disperse to projects throughout the community. Planned activities include planting of 100 trees, cleaning at Gibson House and Fourth and Hope, and painting the wrought iron fence at the Cemetery. Those who would like to participate should sign up at www.justserve.org (lunch will be provided at the conclusion of the event).

2014 State Housing-Related Parks Program Grant Projects:

New Restrooms: Concrete work associated with the restroom installation projects at City, Campbell, and Everman parks has been completed. Restrooms at Campbell Park and Everman Park have opened. Additional work is necessary at City Park in order for the restroom to be opened.

City Park Tennis Court Resurfacing and Field Repairs: Resurfacing of the tennis courts at City Park started on April 10. The field repairs associated with the restroom replacement project are tentatively scheduled for the week of April 17. Improvements also include upgrading the infield with a skinned infield and new bases.

Everman Park Tot Lot and Basketball Court Resurfacing: The tot-lot playground has been ordered and should be delivered and installed in early May. The basketball court is scheduled to be resurfaced beginning the last week of April.

Campbell Park Basketball Court Resurfacing: The basketball court is scheduled to be resurfaced the last week of April.

Urban Forestry

CalFire Grant: 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 \$171,857 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 was considered by the City Council on April 18, 2017 and the application will be submitted by its due date of April 26.

Arbor Day: The City, in collaboration with the Woodland Tree Foundation, celebrated Arbor Day on March 18. Approximately 45 volunteers planted 65 trees throughout the community.

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 (or will occur) during the Arbor Day Celebration (March 18) and the upcoming Day of Service (April 29). After the tree planting events, staff will be able to focus on investigations and stump grinding

Month	Inspections	Investigations	Planting	Pruning	Pruning-City Contract	Pruning-Maintenance only	Removal Program	Removal Program-City Contract	Hazard Response	Right of Way clearance	Stump Grinding	Total Work Orders
Jan-17	5	9	204	1	2	5	101	1	3	0	118	449
Feb-17	6	11	182	1	2	5	99	1	4	0	119	429
Mar-17	6	11	186	1	2	5	99	1	1	0	120	435
April-17	6	11	46	1	2	5	100	1	0	3	120	295

Tree Plantings and Removals: In 2016, 253 trees were planted compared to 89 tree removals. To date for calendar year 2017, 93 trees have been planted compared to 32 tree removals.

Cemetery

The Woodland Cemetery had three cremation interments during the month of March and posted \$2,980 in sales for the month.

RECREATION

César Chávez Celebration: The third annual César Chávez Celebration was held on April 2 in conjunction with Food Truck Mania and brought over 1,000 to downtown Woodland. Mayor Angel Barajas and Councilwoman Xochitl Rodriguez started the event with a brief description of César Chávez's accomplishments. Several also spoke about César Chávez's achievements and how he influenced the lives of so many (speakers included former California Supreme Court Justice Cruz Reynoso, Assemblywoman Cecilia Aguiar-Curry, and three high school students). The event also included singing by Woodland Prairie Elementary students, dancing by the Freeman Elementary Ballet Folklorico, and live music performed by Mariachi Puente.

Aquatics

Lap Swim & Water Aerobics: Effective April 3, evening programming that includes lap swim and water aerobics changed to the summer schedule of 7:30-8:30 pm (from 7:00 – 8:00 pm) to accommodate increased pool use during the evening. The summer schedule for evening programming runs through August.

Woodland Wreckers Swim Team: The City's recreational swim team started practice on April 3 and the season concludes the last week of July. The Wreckers have 98 registered for the team and is still accepting registration in several age groups.

Pool Scheduling & Reservations: During the months of April and May, four swim teams utilize the pool Monday-Friday from 3:00-7:00 pm. Woodland Swim Team and Woodland Wreckers use 75% of the pool (approximately 200 swimmers), while Woodland and Pioneer High Schools utilize the remaining portion of the pool.

Snack Bar RFP: The City released a request for proposals to operate the snack bar at the pool during public swim during summer. Proposals are due on April 28 by 2 pm.

Community Center and Sports Park

Community & Senior Center reservations for March included:

Private Reservations

Woodland Soccer Club meetings
CA Department of Water Resources
YC Women's History Luncheon
Woodland Christian School Dinner/Auction
Yolo Crisis Nursery Crab Feed
Regional Center meeting
SYAR Concrete LLC training
HealthNet meeting

City-related reservations

Council Retreat
Public Works meeting
YGRIP Operation Team
YGRIP Steering Committee
WRA Board meeting
WPD – Tactical Dispatch Training (4)
Community Choice Energy Info meeting

Facility Maintenance Projects for March 2017 included:

- Leaky roof above kitchen repaired

- **Boxing Center:** Installed rubber floor mats, installed mirrors, and assembled boxing ring

Woodland Sports Park Tournament Reservations: Woodland Sports Park held eight tournament events in March for youth/teen baseball with over 100 teams participating. The total revenue captured for these reservations was \$16,800.

General Recreation Programming

Sacramento Junior Tennis Fund Scholarships: The first session of free tennis classes began on March 11 and ended on April 8; of the 16 spots available, nine were filled. Class sizes for the second and third sessions were increased to accommodate the unused scholarships in first session. The upcoming second and third sessions are full.

Boxing Center: The relocation of the boxing program is anticipated to occur on May 1. The current boxing program at Yolano will be closed the last week of April to allow for the transition of equipment. Staff will inform the commission of the upcoming ribbon cutting ceremony (tentatively scheduled for early May). It is anticipated that additional programming for the boxing center will also begin in early May and will include programming for younger participants. Additional information will be provided at the next commission meeting.

Measure J Programming

Rec2Go Spring Programming: April has been a busy month for Rec2Go. The program attended the Food Truck Mania/César Chávez Celebration, Gibson Elementary for the afterschool program, Bayside Church's Easter Egg Hunt, Yolano's Spring Fling, the Yolo County Health & Wellness Fair, Plainfield Elementary for Open House, Día de los Niños, and the Touch-A-Truck event. During the week of Spring Break (April 17-21), the program went to several locations including Ferns Park, Pioneer Park, Casa del Sol, and City Park. Upcoming May activities include the Honey Festival (May 6), Food Truck Mania (May 7), and Woodland Farmer's Market and Car Show (May 13). Regular summer programming and activities at parks begin on June 12 at Ferns Park. Find the complete Rec2Go calendar, including the summer schedule, online at www.Rec2Go.org

Upcoming Dates

April 28: Día de los Niños. 3 pm, Ferns Park

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

SUBJECT: Monthly Community Services Report**PAGE: 5****ITEM:**

RECREATION SNAPSHOT THRU 3 /31/17				
Program	Budget	Expenses & Encumbrances	Balance	% Remaining
General Fund				
Community Services Administration	\$507,961.00	\$340,423.15	\$167,537.85	32.98%
Community & Senior Center	\$911,209.52	\$618,746.27	\$292,463.25	32.10%
Brook Swim Center-Recreation	\$158,089.00	\$114,411.87	\$43,677.13	27.63%
General Recreation Programs	\$475,659.00	\$350,064.01	\$125,594.99	26.40%
Subtotal	\$2,052,918.52	\$1,423,645.30	\$629,273.22	30.65%
Enterprise Fund				
Youth Enterprise	\$376,237.60	\$296,814.84	\$79,422.76	21.11%
Subtotal	\$376,237.60	\$296,814.84	\$79,422.76	21.11%
Measure J				
General Recreation Programs	\$420,163.00	\$238,178.20	\$181,984.80	43.31%
Middle School Programs	\$348,627.00	\$240,894.83	\$107,732.17	30.90%
Aquatics	\$221,126.00	\$116,218.96	\$104,907.04	47.44%
Recreation Van	\$61,262.00	\$35,600.34	\$25,661.66	41.89%
Summer Camp	\$174,652.00	\$78,990.19	\$95,661.81	54.77%
Youth Advisory Committee and Academy	\$5,000.00	\$1,009.55	\$3,990.45	79.81%
Subtotal	\$1,230,830.00	\$710,892.07	\$519,937.93	42.24%
Total Recreation Budget	\$3,659,986.12	\$2,431,352.21	\$1,228,633.91	33.57%
PARKS SNAPSHOT THRU 3 /31/17				
Program	Budget	Expenses & Encumbrances	Balance	% Remaining
General Fund				
General Landscape Maintenance	\$219,059.00	\$189,394.42	\$29,664.58	13.54%
Park Maintenance	\$1,416,743.06	\$1,015,181.11	\$401,561.95	28.34%
Hiddleson Maintenance	\$3,782.00	\$1,110.37	\$2,671.63	70.64%
Charles Brooks Swim Center Maintenance	\$343,516.00	\$284,438.44	\$59,077.56	17.20%
Tree Maintenance	\$361,851.00	\$289,931.10	\$71,919.90	19.88%
Subtotal	\$2,344,951.06	\$1,780,055.44	\$564,895.62	24.09%
Enterprise Fund				
Cemetery Maintenance	\$432,058.00	\$292,801.99	\$139,256.01	32.23%
Subtotal	\$432,058.00	\$292,801.99	\$139,256.01	32.23%
Lighting & Landscape District				
Gibson Ranch	\$770,699.15	\$478,125.85	\$292,573.30	37.96%
North Park District	\$28,269.00	\$23,605.87	\$4,663.13	16.50%
Streng Pond Maintenance District	\$30,897.00	\$23,014.61	\$7,882.39	25.51%
Woodland West (Westwood)	\$19,876.00	\$6,953.34	\$12,922.66	65.02%
Springlake	\$792,343.73	\$573,562.37	\$218,781.36	27.61%
Community Sports Park Programs	\$386,200.00	\$222,697.23	\$163,502.77	42.34%
Gateway	\$101,185.00	\$56,580.01	\$44,604.99	44.08%
Subtotal	\$2,129,469.88	\$1,384,539.28	\$744,930.60	34.98%
Total Park Budget	\$4,906,478.94	\$3,457,396.71	\$1,449,082.23	29.53%

SUBJECT: Monthly Community Services Report**PAGE:** 6**ITEM:****RECREATION - REVENUE SNAPSHOT thru 3/31/17**

Account Title	FY17 Projection	FY17 Revenue to Date	% of Projection
General Fund			
Red Cross Course Fee	\$500.00	\$445.00	89.00%
Msc. Sales	\$2,002.00	\$560.00	27.97%
C. Brooks Swim Center Revenue	\$150,000.00	\$95,120.93	63.41%
Community Senior Center Msc.	\$80,000.00	\$53,521.50	66.90%
Community Fitness Center	\$34,992.00	\$22,635.20	64.69%
Community Sports Park	\$205,000.00	\$185,295.50	90.39%
Subtotal	\$472,494.00	\$357,578.13	75.68%
Enterprise			
Recreation Contract	\$183,000.00	\$111,200.60	60.77%
General Recreation	\$80,000.00	\$52,831.25	66.04%
Senior Programs Revenue	\$10,000.00	\$7,299.60	73.00%
Yolano Recreation Program Income	\$5,000.00	\$3,278.40	65.57%
Adult Recreation & League Programs	\$95,000.00	\$62,385.50	65.67%
Subtotal	\$373,000.00	\$236,995.35	63.54%
Measure J			
Measure J	\$0.00	\$16,348.10	0.00%
Subtotal	\$0.00	\$16,348.10	0.00%
TOTALS	\$845,494.00	\$610,921.58	72%

PARKS - REVENUE SNAPSHOT thru 3/31/17

Account Title	FY17 Projection	FY17 Revenue to Date	% of Projection
General Fund			
Park Revenue	\$60,000.00	\$42,614.00	71.02%
Subtotal	\$60,000.00	\$42,614.00	71.02%
Enterprise Fund			
Cemetery Internment Space	\$20,488.00	\$23,245.00	113.46%
Cemetery Services	\$44,042.00	\$32,490.00	73.77%
Cemetery Products	\$30,699.00	\$22,512.00	73.33%
Endowment Care Fee	\$13,249.00	\$12,100.00	91.33%
Subtotal	\$108,478.00	\$90,347.00	83.29%
Lighting & Landscape District			
Gibson Ranch Park Revenue	\$4,743.00	\$9,281.50	195.69%
Springlake Park Revenue	\$9,530.00	\$6,920.00	72.61%
Subtotal	\$14,273.00	\$16,201.50	113.51%
TOTALS	\$182,751.00	\$149,162.50	82%

— SAVE THE DATE —



WOODLAND'S ANNUAL DAY OF COMMUNITY SERVICE

Saturday, April 29th, 2017

9-noon work, followed by lunch

Families, individuals, all welcome!



Meet at **Jack Slaven Park** 1705 Mickle Drive - for a variety of projects:

- Tree Planting (100 trees for the City)
- Gibson House – cleaning
- And more...
- Fourth & Hope – organizing, painting &/or cleaning
- Cemetery – dedicated crew spray painting fence

Please sign up for the
Woodland Day of Community Service
at www.justserve.org

so we'll have a idea of the numbers
for work projects and for lunch. And invite
your friends and neighbors to join us!

For more information, contact Viola Fong:
530-379-3553

Legislation Details (With Text)

File #: 17-410 Version: 1 Name:

Type: P&R Report of the Staff Status: Agenda Ready

File created: 4/18/2017 In control: Parks & Recreation Commission

On agenda: 4/24/2017 Final action:

Title: Quarterly Report January-March 2017

Sponsors:

Indexes:

Code sections:

Attachments: 1. 3rd Quarter 17

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

Quarterly Report January-March 2017

Community Services Department Quarterly Report: January-March 2017

The following provides a summary of the Community Service Department's programs, activities, and events for January through March 2017. This report refers to participant hours; the methodology for calculating participant hours is described at the end of the document. *Participant totals (total participants and total participant hours) are the total amount of participants/hours for the entire reporting period (ie in most cases three months).*

Quarterly Highlights

- The Recreation Guide was released and directly mailed to over 3,500 households in Woodland with children up to 16 years old. Recreation Guides were also available at outreach events and at city facilities. The publication advertised upcoming activities and events from February through September.
- During the 5th annual ReXpo over \$31,000 in revenue was received and over 500 attended the event.
- Approximately 2,420 people attended events at the Community & Senior Center during facility rentals.
- Over 275 soccer and baseball teams participated in tournaments at the Woodland Sports Park.
- Over 1,325 people participated in events such as ReXpo, the Bridal Show & Event Faire, the Martin Luther King Celebration, Middle School Skate Night, and Valentine's Day Cookie Decorating.
- Approximately 17,312 participant hours were recorded for aquatics; and youth, teen and adult recreation classes.
- Approximately 10,659 participant hours were recorded for senior programs and senior events.

Administration

Commission Projects: Several subcommittees have been created to evaluate parks and recreation facility's needs (Council Members Davies and Rodriguez plus Parks & Recreation Commissioners Salinas and White-Snyder), handicap parking needs at the Community & Senior Center (Commission on Aging Commissioners Campbell and Kelley and Parks & Recreation Commissioner Valcarengi), and Sports Park Concession Stand patron satisfaction (Parks & Recreation Commissioners Miller and Romero). Reports from each of the subcommittees will be provided to the City Council and/or the Parks & Recreation Commission.

Boxing Center Relocation: Staff has been working since approximately August 2016 to identify potential locations to relocate the Woodland Boxing Club. On February 7, 2017 the City Council approved the relocation of the boxing center to the Woodland Community & Senior Center (to the "youth center"). While several options for locating the program at the Community & Senior Center had been explored (such as the YMCA Wellness and Fitness Center, or meeting rooms), the use of the youth center provided the least amount of impacts for existing programming.

Improvements to this space are currently in progress. It is anticipated that the boxing program, along with expanded programming, will start in its new location on May 1.

Ferns Park Community Oriented Policing Project: Staff is developing the “Woodland Park Watch” program, which is intended to be a tool for residents and park-goers to report crime, suspicious activity, and park maintenance issues. The goal is to reduce illegal activity and increase community trust in public parks. This program is being developed by the Police Department’s “Community Oriented Policing” committee, comprised of staff members from all departments. Currently, the Police Department is gathering information from the neighborhoods surrounding Ferns Park to deploy the program in that park first. The next phase of the project is to develop signage to be posted at Ferns Park and gauge the response from the neighborhood and from park-goers. Afterward, staff will evaluate the use of Ferns Park’s “nature area,” as it has been identified as a problem area in that park.

Hiddleson Demolition and Park Reuse Project: Ponticello Enterprises is serving as the Project Manager for the Hiddleson Demolition and Park Reuse Project. Work that was performed on the project included asbestos abatement in the front entryway tile. PG&E gas and electrical services have also been terminated and city staff removed any loose equipment and materials for salvage or discard.

A community meeting, with over 30 residents in attendance, was held on February 8th at the Community & Senior Center. Over 500 meeting notices were mailed to residents near Hiddleson Pool. A draft concept that included a rose garden, pathway, and trees was presented and not favored by most of those in attendance. Residents would like to have an active recreation site that would attract youth and families to the area. Any final solution will be constrained by the project budget. Demolition of Hiddleson is anticipated to occur in summer 2017. The Community Development Department will bring forward a report to the City Council to request bids for the demolition of Hiddleson Pool. The City will then have a better understanding of the funds available for reuse of the site after the bids have been received.

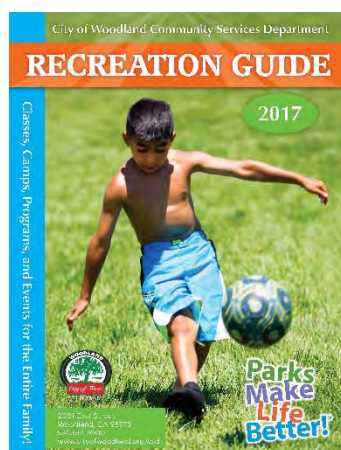
Woodland Aquatic Center Feasibility Study: In July 2016, the City Council authorized a contract for Aquatic Design Group to conduct a feasibility study to evaluate the current unmet aquatic needs and future needs in the city. The proposed study was also to include a site assessment of three possible pool locations (Community & Senior Center, Community College, and Spring Lake) to test the capacity and feasibility of each site for a future aquatic center. A public meeting was held in September 2016 to obtain input on the types of aquatic features the public would like to have included in a future aquatic center (size of pool, type of pool, various uses, etc). Several concepts were presented to staff that included aquatics centers that could be constructed in phases. Staff reviewed this information with the consultant in addition to having a meeting with a citizen pool committee. A second public meeting was held in February 2017 to review possible aquatic feasibility center options and locations. These draft facility and site options were also reviewed with the Parks & Recreation Commission at their February meeting. Staff anticipates reviewing the draft facility and site options with the City Council prior to finalizing a report.

CalFire Grant: 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.

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.

- **Recreation Guide:** The Recreation Guide publication was released in mid-February and was mailed to 3,563 households in Woodland with children 0-16 years. Copies of the Recreation Guide are available on the City's webpage, at City facilities, and outreach events.
- **School Flyers:** One school flyer (Spring 2017) was distributed to WJUSD students to promote spring activities, events, and upcoming summer programs (spring swim lessons, César Chávez Celebration, April Pool's Day, Outdoor Adventure trip to Yosemite, and scholarships). The flyers are distributed in English and Spanish.
- **Rec 'Zine:** The Department publishes an online newsletter "Rec 'Zine" which provides highlights of upcoming departmental programs and events each month. There are 570 subscribers who receive the emailed newsletter.
- **Social Media:** The Department utilizes Facebook and Instagram to advertise upcoming events and recreation programs.
- **Special Events:** Staff attended the monthly Food Truck Mania events in February and March to promote programs using the Rec2Go van.
- **Program Outreach:** Staff presented program and event information at service club meetings (Sunrise Rotary, Luna Vista Rotary, Kiwanis, and Reveille Lions).



**Spring Summer Recreation Guide
2017**



Spring School Flyer

Facilities

Community & Senior Center Facility Reservations

The Community & Senior Center facility rental program is designed to provide a location for community events and generate revenue for the City of Woodland. In 2011, the City Council adopted a policy to allow some fees to be waived or reduced by 40% for non-profit organizations once every 12 month period if certain requirements are met. The “Facility Rentals with Fees Waived”, in the table below, identifies the use of the facility where fees were not charged and the dollar amount that could have been collected (had a fee waiver not been granted). Rentals with all of the fees waived are generally city events/meetings or city sponsored events.

	General Facility Rentals <i>Includes rentals receiving discounts</i>	Facility Rentals <i>with Fees Waived</i>
Number of Rentals	18	34
Approximate Participants	2,420	1,700
Total Fees	\$14,250	\$31,157 (waived)

Tournaments

Tournament rentals are available for the Sports Park Complex. All of the available weekend dates for tournaments (from January to August and November to December) were reserved. (September and October weekends are used for soccer games by local soccer leagues). During the third quarter, the Sports Park was reserved for youth baseball and soccer tournaments. Some tournaments were cancelled due to inclement weather. Fees collected are not necessarily for tournaments held during this reporting period.

Tournament Rentals of Sports Park	
Number of Rentals	11
Number of Teams	275
Total Fees Collected	\$47,250

Facility Maintenance Projects

There were several projects during the third quarter Facility maintenance staff worked on at the Community & Senior Center. Projects include the repair of kitchen roof and the plumbing backup on the north side of the facility, the replacement of a broken toilet in the senior center, repair of the threshold between the gym and lobby, repair of a leaky sink in the kitchen, the replacement of the volleyball floor plate covers, and replacement of a heat pump used to operate the administrative area.

Parks

Parks and urban forestry projects during the third quarter include:

Arbor Day

The City, in collaboration with the Woodland Tree Foundation, celebrated Arbor Day on March 18th. Approximately 45 volunteers planted 65 trees throughout the community.

Legacy Grove

Located at the Woodland Community & Senior Center, Woodland's Legacy Grove provides an opportunity for the public to honor a person, family, or group by dedicating a tree or bench. The Arbor Day celebration on March 18 also served as the first day for residents to be able to purchase memorial plaques at the Legacy Tree Grove (7 applications were received).

Ferns Park Projects

The John & Eunice Davidson Foundation provided a \$16,000 grant to city for improvements at Ferns Park. In February and March, with grant funds, portions of the playground structure were painted. Additionally, two new play features a "Vippy" teeter totter and a "Pirouette" spinning pole were installed.

Dog Park

In January, the missing turf in the large dog side of the dog park was replaced with engineered wood fiber. Prior to the turf replacement, staff explored best management practices for dog parks and learned that few dog parks use grass because of the amount of wear and tear dog parks receive and the difficulty to maintain the grass. The wood chips will reduce the large areas of mud and potential slips and falls. A notice was placed at the dog park for one month prior to the installation of the wood chips. The notice included a staff contact/phone number to be called in case of concerns about the potential project. No phone calls were received. The cost to install wood chips was approximately \$3,500 compared to about \$30,000 to replace the turf.

2014 State Housing-Related Parks Program Grant Projects

Several projects have been completed during this reporting period with funds from the 2014 State Housing-Related Parks Grant Program.

New Restrooms

New restrooms were installed at Everman, Campbell, and City Parks.

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.

Everman 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.

Spring Lake Park N1 Naming

Spring Lake Park N1 is located on Osborn Drive and Shellhammer Drive and is part of the Cal West subdivision west of Harry Lorenzo Avenue. Between December 1, 2016 and January 3, 2017, the Parks & Recreation Commission solicited nominations for the naming of Spring Lake Park N1. The facilities committee of the Parks & Recreation Commission met on March 8, 2017 and considered 27 names that were nominated. The committee unanimously recommended that the park be named "Spring Lake Park". The Staff will bring forward their naming recommendation to the City Council in April.

Events

Event	Event Date	Total Participants	Participant Hours	Fees Collected
Martin Luther King Celebration	Jan. 16	250	2,500	Free Program
Skate Night*	Jan. 20	150	300	Free Program
Cookie Decorating*	Feb. 10	125	250	Free Program
Bridal Show & Event Faire**	Feb. 25	300	900	Free program \$2,260**
ReXpo	Mar. 3	500	1,500	Free program
Total Participants		1,325	5,450	\$2,260

**Event made possible by Measure J*

***The Bridal Show & Event Faire and had a maximum of 58 vendors who attended with over 300 who came to the show. Revenue is from vendor registration only.*



**ReXpo
March 3, 2017**



**Valentine's Day Cookie Decoration
February 10, 2017**

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. During the winter, the primary programming at the pool is lap swim, water aerobics, and the use of the pool by the Woodland Swim Team.

Aquatics Program	Total Participants	Participant Hours	Fees Collected
Lap Swim & Water Aerobics	448	448	\$3,442
Woodland Swim Team	n/a	n/a	\$5,730
Woodland & Pioneer High School Swim Teams			No Fees collected WJUSD Joint Use Agreement
Total	448	448	\$9,172

Woodland Swim Team

Woodland Swim Team is a year round USA Club Team that has rented the Charles Brooks Community Swim Center for practices and meets since 1952. The Woodland Swim Team held regular practices during this quarter. Per council approval the "winter surcharge fees" of \$10,000 that are collected November-February were waived. Fees Collected: \$5,730

Woodland & Pioneer High School Swim Teams

The Charles Brooks Community Swim Center is available for Woodland and Pioneer High School's swim teams use for the season. The two high school teams utilize the pool for practices and meets after school from February through May Monday through Friday. The use is permitted with the Woodland Joint Unified School District's Joint Use Agreement.

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)	2,755	6,760	Free Program
Baby & Me	256	256	Free Program
Night Hoops	589	1,178	Free Program
Rec2Go (Measure J)	521	1,042	Free Program
Toddler Time	38	38	\$683
Youth Basketball League	140	2,830	\$14,510
Total	4,299	12,104	\$15,193

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. For boxing, the City retains all of the revenues and pays the two contractors a monthly stipend.

Contract Class	Total Participants	Participant Hours	Fees Collected	Total Expenses	Net Revenue
Art with Emily	9	108	\$939	\$643	\$296
Bollywood Mix	8	32	\$162	\$113	\$49
Boxing*	77	437	\$1,241	\$5,700	\$(4,459)
Country Line Dance	67	111	\$402	\$281	\$121
Cello Tennis Academy	132	762	\$9,197	\$8,277	\$920
Dynamic Dancing	49	392	\$3,572	\$2,402	\$1,170
Karate	20	160	\$725	\$508	\$218
Pilates	20	160	\$627	\$439	\$188
Stepping Out	17	136	\$736	\$518	\$218
Yoga	23	92	\$436	\$308	\$128
Wrestling	19	570	\$1,140	\$798	\$342
Total	441	2,960	\$19,177	\$19,987	\$(810)

*Boxing experienced 437 sign-in's during the Third Quarter

Through a grant awarded from the Sacramento Junior Tennis Fund with the purpose of exposing new youth participants to the sport of tennis, the City of Woodland Community Services Department and the Woodland Tennis Club were able to offer free tennis lessons to 48 participants.

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	# Teams	Total Participants	Participant Hours	Fees Collected
Basketball (winter league)	12	120	1,200	\$6,874
Basketball (spring league)				League in progress
Softball (spring league)				League in progress
Volleyball (spring league)				League in progress
Volleyball (open gym)		200	600	\$508
Total		320	1,800	\$7,382

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 10,279 participant hours during the third quarter.

Programs

Programs	Total Participants	Participant Hours	Fees Collected
Art Classes	365	593	\$272
Exercise Classes	3,120	3,344	\$836
Games	1,240	2,649	Free Program
General Programs	2,016	1,902	\$0
Education/Resources	342	416	Free Program
Support Groups	254	508	Free Program
Special Programs	578	867	Free Program
Total	7,915	10,279	\$1,108

Events

Events	Date	Total Participants	Participant Hours
Senior Art Show	Mar. 3	300	300
Hand & Foot Card Party	Mar. 18	80	480
Total		380	780

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 third quarter are provided below.

Community Development Block Grant (CDBG) Program

Environmental reviews were completed for the seven construction activities funded through the FY 2016/17 CDBG program. Staff will now be assisting subrecipients with the preparation of construction contract documents, bidding out the projects, and Davis-Bacon labor compliance.

Continuum of Care Grants (CoC) Competition

HUD awarded through City three grant awards through its 2016 Continuum of Care competition in the cumulative amount of \$263,099. Fourth & Hope will use the grants for its permanent supportive housing programs that serve homeless individuals and families. To date, HUD has cleared the technical corrections for one of the grants (2016 Consolidated Permanent Supportive Housing) and issued a grant agreement. The City is waiting for HUD to issue technical corrections/grant agreements for the remaining two grants.

Homeless Outreach and Winter Shelter

Outreach: The City began contracting with Fourth & Hope in July 2016 for homeless outreach services. To date (through February 28, 2017), a total of 118 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 118 assessments, a total of 67 individuals were housed at Fourth & Hope's emergency shelter, 99 individuals received day/outreach services, 62 individuals received case management, 6 individuals enrolled in residential treatment, and 21 individuals were stably housed.

Winter Shelter: On January 17, 2017, the City Council approved the City's participation in a winter family homeless rotating shelter pilot program as part of a collaborative effort with Woodland faith-based organizations, Yolo County, and Fourth and Hope. This project originated from discussions of the City Council Homeless Subcommittee. The shelter was operated from February 5 – February 19, 2017. While only one to two families were served, the pilot program was a valuable experience that helped the volunteers, congregations, and staff better understand how to operate a winter shelter for a longer period of time. This pilot program would not have been possible without Woodland Presbyterian Church and St. Luke's Episcopal Church offering their sites for the shelter. Additionally, 54 volunteers participated in the program volunteering for tasks such as transporting shelter participants, setting up the shelter sites, transporting shelter

supplies from one facility to the next, providing games and snacks to the participants, and being at the shelter for various times between 6 pm and 7 am.

Housing-Related Parks Program (HRPP)

As previously mentioned, new restrooms funded with grant funds were installed in the February/March period at Everman, Campbell, and City parks. Staff from the Public Works and Community Services Departments provided extensive site preparation for the restroom sites and worked with the restroom contractor to coordinate the purchase and installation of the restrooms. Grant funds are also being used for concrete work adjacent to the new restrooms, the resurfacing of the City Park tennis courts, resurfacing of the basketball courts at Everman and Campbell, and the installation of a new play structure for young children at Everman. The grant-fund improvements are expected to be completed by May/June of this year.

First Time Homebuyer Program

The City continues to work with eight families participating in its first time homebuyer program. An increase in the supply of resale homes and possibly a leveling off of prices for resales will be needed before families can move forward and purchase homes with City loan assistance.

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).