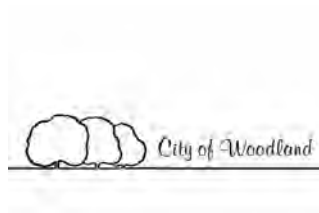


City of Woodland

*300 First Street
Woodland, CA 95695*



Meeting Agenda - Final

Monday, July 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**[17-706](#) Election of Officers

Attachments: [Public PRC Rosters May 2017.pdf](#)

[17-710](#) Measure J Sports Scholarships and Fee Reduction

Attachments: [Measure J Sports refund and scholarships](#)
[Youth Refund Application & Instructions 2017](#)
[Sports Application & Instructions 2017](#)

H. Committee Reports[17-709](#) Standing Committees Reports**I. Consent Calendar**[17-600](#) Approve the May 22, 2017 Minutes.

Attachments: [52217 Minutes.pdf](#)

J. Other Business

[17-607](#) Update Work Plan for FY 17/18
Attachments: [FY 17 Work Plan 62916 \(1\)](#)

[17-704](#) Commission Absent Requests
Attachments: [P&R July 2017.pdf](#)

K. Report of the Staff

[17-701](#) Community Services Report for July 24, 2017
Attachments: [CSD Report 072417.pdf](#)

[17-703](#) Regional Park Update
Attachments: [Regional Park Update.pdf](#)

[17-054](#) Neighborhood Meeting to Select Play Structure Design for Harris Park
Attachments: [Design Options.pdf](#)

[17-055](#) CSD Quarterly Report July 2017
Attachments: [4th 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, July 24, 2017 was posted on Friday, July 21, 2017 in the outside display case at 2001 East Street, City Web pages, and was available to the public during normal business hours.

Cathy Haynie, Administrative Supervisor

Upon request, agendas and documents in the agenda packet will be made available in appropriate alternative formats to persons with a disability, as required by law. Any such request must be made in writing to the Office of the City Clerk of the City of Woodland. Requests will be valid for the calendar year in which the request is received, and must be renewed prior to January 1st.

Persons needing disability-related modifications or accommodations in order to participate in public meetings, including persons requiring auxiliary aids or services, may request such modifications or accommodations by calling the Office of the City Clerk (530-661-5806) at least 48 hours prior to the meeting.

Legislation Details (With Text)

File #: 17-706 Version: 1 Name:

Type: P&R New Business Status: Agenda Ready

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

On agenda: 7/24/2017 Final action:

Title: Election of Officers

Sponsors:

Indexes:

Code sections:

Attachments: 1. Public PRC Rosters May 2017.pdf

Date	Ver.	Action By	Action	Result
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Election of Officers



Parks & Recreation Commission

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

Budget and Finance Committee

White-Snyder, Romero, Foraker

Program & Department Evaluation

Miller, Ali, Foraker

Urban Forest Committee

Valcarenghi, Romero, Ali

Ad Hoc Committee

White-Snyder, Salinas

Volunteerism Committee

Foraker, Salinas, Miller

Liaisons

Baseball: Romero

Soccer: Salinas

Swimming: Valcarenghi

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.

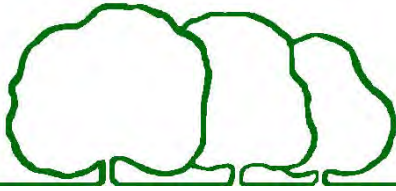
Online agenda and packet available at: <http://www.cityofwoodland.org>

For additional information please call 530.661.2000

Legislation Details (With Text)

File #:	17-710	Version:	1	Name:	
Type:	P&R New Business	Status:		Agenda Ready	
File created:	7/17/2017	In control:		Parks & Recreation Commission	
On agenda:	7/24/2017	Final action:			
Title:	Measure J Sports Scholarships and Fee Reduction				
Sponsors:					
Indexes:					
Code sections:					
Attachments:	1. Measure J Sports refund and scholarships, 2. Youth Refund Application & Instructions 2017, 3. Sports Application & Instructions 2017				
Date	Ver.	Action By	Action		Result

Measure J Sports Scholarships and Fee Reduction



Parks & Recreation Commission Communication

SUBJECT: Sports Scholarships and Fee Reductions

DATE: July 24, 2017

PREPARED BY: Community Services Department

RECOMMENDED ACTION:

Provide Input on Measure J Sports Fee Refund and Scholarship Program

BACKGROUND INFORMATION:

On June 20, the City Council adopted the FY17/18 budget. This approved budget includes \$60,000 in Measure J fees to offset registration fees for youth sports (primarily ones that use City facilities). Participants of the following youth organizations would be eligible to apply for a scholarship or partial fee refund: Woodland Soccer Club, Davis Alliance Soccer Academy, Cal Ripken, Little League, Babe Ruth, Girls Fast Pitch, City Recreational Sport Programs (such as Woodland Wreckers and Youth Basketball), and Woodland Swim Team.

Of the \$60,000, \$10,000 is allocated for scholarships. Because there are two main sports seasons (spring and fall), funding is allocated for each season for fee reductions (\$20,000 for fall and \$30,000 for spring) and \$5,000 each period for scholarships. In order to allocate funding to each type of sport, total participants for each sport for the fall of 2016 and spring of 2017 were reviewed and the proportionate amount was identified for each period/sport. Fee refunds and scholarships would only be available for Woodland residents. After the fall funds are distributed, the process to distribute funds for spring would be re-evaluated. It should be noted that during the fall, more funding will be available for soccer, compared to the spring when more funding will be available for baseball and softball (based on seasons for each activity).

Fall 2016 (\$20,000)	Total Participants	Amount Available for Refunds	Amount Available for Scholarships
Baseball and Softball	397	\$6,200	\$1,550 (31)
Soccer	433	\$9,100	\$2,500 (50)
Woodland Swim Team	100	\$2,000	\$400 (4)
City Rec (Youth Sports)		\$2,700	\$550 (11)

Fee Refund Program

To assist families that have a child or multiple children participating in youth recreation, fee refunds will be available as follows: \$10 (first child), \$20 (second child), \$30 (third child), and \$40 (fourth child). The fee refunds are cumulative. Therefore, if a family has three children participating in one of the identified programs, they would receive a \$60 fee reduction (\$10+\$20+\$30). The parent/guardian would submit an application to the Community Services Department (attached). Applications will be processed on a first-come-first-served basis. Staff would verify that the youth are on the rosters provided by each recreation organization. Applications would not be accepted until a roster is received from the organization and the first game has been played. This approach is intended to provide everyone with an equal opportunity to submit an application for a fee refund.

Scholarship Program

Scholarships would be available for income-qualified youth participating in one of the identified sports (\$50). Those applying for a scholarship would not be eligible to apply for a fee refund. In order to verify income qualification, applicants would need to submit one of the following: 1) proof that their child qualifies for a free/reduced meal at school (WJUSD provides proof) or 2) that they fall at 60% or below of area median income (using the gross annual income for the entire household). Each household would only be entitled to receive one scholarship, assuming eligibility requirements are met and funding is available.

Household Size	2 people	3 people	4 people	5 people	6 people	7 people	8 people
Your household makes 60% (or less) of Annual Median Income	\$36,900	\$41,520	\$46,140	\$49,830	\$53,520	\$57,210	\$60,900



Community Services Department

Youth Sports Fee Refund

Soccer, Baseball, Softball, and Woodland Swim Team

Thanks to the passage of Measure J in the June 2014 election, the City of Woodland has the opportunity to provide youth sport registration fee partial refunds for families with children participating in soccer, baseball and softball, Woodland Youth Recreation leagues, and Woodland Swim Team. The purpose of these refunds is to help families better afford the participation of their children in healthy recreational activities.

Limited refunds of \$10 (one child), \$20 (second child), \$30 (third child), and \$40 (fourth child) are available and will be processed on a first-come first-served basis each spring and fall. The refunds are cumulative (ie if you have three children you would receive \$10+\$20+\$30=\$60).

DETAILS

- Application for refunds to be submitted to Community Services Department.
- Roster for recreation organization must be provided by organization in order for City to confirm youth participation.
- Applications will be accepted once the first game has been played and a roster has been received by the City for the recreation organization of the participant.
- Checks will be mailed to parent or guardian listed on application if funding is available.
- Eligible organizations include: Woodland Soccer Club, Davis Alliance Soccer Academy, Cal Ripken, Little League, Babe Ruth, Girls Fast Pitch, City-Rec (sports) programs, and Woodland Swim Team.

QUALIFICATION CRITERIA

In order to qualify for a refund, the household in which the participants reside must be located within the Woodland city limits.

Do you live in Woodland?

The refund recipient household must reside within the Woodland city limits. This

excludes all PO boxes, county road addresses, or non-Woodland addresses.

APPLICATION SCREENING

Use the attached application for Sports Refunds. Any missing information may result in delay of application screening and/or denial of application. Submit the following paperwork with the application:

☐ Proof of Residency

Provide a copy of utility bill, PG&E bill, or rental agreement to verify proof of residency in the City of Woodland.

Return all paperwork to the Woodland Community & Senior Center, 2001 East Street Monday through Friday from 8:00 a.m. to 4:00 p.m.

AWARDING REFUNDS

Community Services staff will screen the applications in the order which they were received. Applications will be accepted until all refunds have been awarded. Checks will be mailed within 30 days after application approval.



Community Services Department Youth Sports Fee Refund Application

Use this application for sports fee refund request. Any missing information may result in delay of application screening and/or denial of application.

Participant Name (Child 1)			Team	Coach	Birthday MM/DD/YY		
BR ☐	CR ☐	GF ☐	LL ☐	DASA ☐	WSC ☐	City-Rec ☐	WST ☐
Participant Name (Child 2)			Team	Coach	Birthday MM/DD/YY		
BR ☐	CR ☐	GF ☐	LL ☐	DASA ☐	WSC ☐	City-Rec ☐	WST ☐
Participant Name (Child 3)			Team	Coach	Birthday MM/DD/YY		
BR ☐	CR ☐	GF ☐	LL ☐	DASA ☐	WSC ☐	City-Rec ☐	WST ☐
Participant Name (Child 4)			Team	Coach	Birthday MM/DD/YY		
BR ☐	CR ☐	GF ☐	LL ☐	DASA ☐	WSC ☐	City-Rec ☐	WST ☐
Parent/Guardian Name: Phone Number: Email Address:							

SUBMIT THE FOLLOWING VERIFICATION INFORMATION WITH THE APPLICATION INFORMATION



PROOF OF RESIDENCY

Provide a copy of utility bill, PG&E bill, rental agreement, etc.

FOR OFFICE USE ONLY

Date Application Received	Date Application Reviewed	Approved	Date Notified
	☐ Proof of Residency	Denied	

Information is correct and I understand a check will be mailed within 30 days of an approved application.

Signature

Date

Community Services Department | 2001 East Street | Woodland, CA 95776 | (530) 661-2000 | cityofwoodland.org/CSD

Sports Fee Refund Application 2017



Community Services Department

Sports Scholarship Application

Soccer, Baseball, Softball, and Woodland Swim Team

Thanks to the passage of Measure J in the June 2014 election, the City of Woodland has the opportunity to offer \$50 scholarships for youth sport-participants for income qualified families. Scholarships are available for the following sports programs twice a year: soccer, baseball and softball, City-Rec Programs (Woodland Wreckers and Youth Basketball), and Woodland Swim Team. Limited scholarships are available and will be processed on a first-come-first served basis each spring and fall.

DETAILS

- Application for scholarships to be submitted to Community Services Department.
- Roster for recreation organization must be provided by organization in order for City to confirm youth participation.
- Applications will be accepted once the first game has been played and a roster has been received by the City for the recreation organization of the participant.
- Checks will be mailed to parent or guardian listed on application if funding is available.
- Families may apply for 1 child per household and may not combine a scholarship request with a sport fee refund request.

QUALIFICATION CRITERIA

In order to qualify for a scholarship, the household in which the participants reside ***will meet both of the following criteria:***

Do you live in Woodland?

The scholarship recipient household must reside within the Woodland city limits. This excludes all PO boxes, county road addresses, or non-Woodland addresses.

Income Qualification

Does your child qualify for the free/reduced meals from school? If your child qualifies for the school lunch program, generally they will be eligible for scholarships based on the requirements of the school lunch program.

OR

Use the AMI (AREA MEDIAN INCOME) to see if you meet the income requirements. Qualified applicants will fall at 60% of Area Median Income or below, according to the chart on the application. Use the gross annual income for the entire household.

APPLICATION SCREENING

Use the attached application for Sports Scholarship. Any missing information may result in delay of application screening and/or denial of application. Submit the following paperwork with the application:

☐ Proof of Residency

Provide a copy of utility bill, PG&E bill, or rental agreement to verify proof of residency in the City of Woodland.

☐ Proof of Income

Provide verification of income that your family qualifies for the scholarship. Submit copies of 2016 tax submission OR verification participant receives free/reduced meals from school.

Return all paperwork to the Woodland Community & Senior Center, 2001 East Street Monday through Friday from 8:00 a.m. to 4:00 p.m.

AWARDING SCHOLARSHIPS

Community Services staff will screen the applications in the order which they were received. Applications will be accepted until all scholarships have been awarded. Checks will be mailed within 30 days after application approval.



Community Services Department Sports Scholarship Application

Use this application for sports scholarships request. Any missing information may result in delay of application screening and/or denial of application.

USE THE SCALE TO VERIFY THAT YOUR FAMILY QUALIFIES FOR THE SCHOLARSHIP

Household Size	2 people	3 people	4 people	5 people	6 people	7 people	8 people
Your household makes 60% (or less) of Annual Median Income	\$36,900	\$41,520	\$46,140	\$49,830	\$53,520	\$57,210	\$60,900

Participant Name				Birthday MM/DD/YY		School	
BR ☐	CR ☐	GF ☐	LL ☐	DASA ☐	WSC ☐	City-Rec ☐	WST ☐
Team Name				Coach Name			
Parent/Guardian Name:							
Phone Number:							
Email Address:							
People in Household		Address			City & Zip Code		
# Adults	# Youths						

SUBMIT THE FOLLOWING VERIFICATION INFORMATION WITH THE APPLICATION INFORMATION



PROOF OF RESIDENCY

Provide a copy of utility bill, PG&E bill, rental agreement, etc.



Proof of Income

Provide Copy of 2016 tax submission OR
Proof participant receives Free/Reduced Meals from school

FOR OFFICE USE ONLY

Date Application Received	Date Application Reviewed	Approved	Date Notified
	☐ Proof of Residency		
	☐ Proof of Income	Denied	

Information is correct and I understand a check will be mailed within 30 days of an approved application.

Signature

Date

Community Services Department | 2001 East Street | Woodland, CA 95776 | (530) 661-2000 | cityofwoodland.org/CSD

Sports Scholarship Application 2017

Legislation Details (With Text)

File #: 17-709 Version: 1 Name:
Type: P&R Committee Reports Status: Agenda Ready
File created: 4/6/2017 In control: Parks & Recreation Commission
On agenda: 7/24/2017 Final action:
Title: Standing Committees Reports
Sponsors:
Indexes:
Code sections:
Attachments:

Date	Ver.	Action By	Action	Result
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Receive updates from the Standing Committees.

- Parks & Recreation Facilities Needs
- Concession Stand
- Handicap Parking
- Facilities Committee
- Program & Department Evaluation Committee
- Budget and Finance Committee
- Urban Forest Committee
- Volunteerism Committee

Legislation Details (With Text)

File #: 17-600 Version: 1 Name:
Type: P&R Consent Calendar Status: Agenda Ready
File created: 5/25/2017 In control: Parks & Recreation Commission
On agenda: 7/24/2017 Final action:
Title: Approve the May 22, 2017 Minutes.
Sponsors:
Indexes:
Code sections:
Attachments: 1. 52217 Minutes.pdf

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

DATE: July 24, 2017

SUBJECT: May 22, 2017 Minutes

Recommendation for Action:

Approve the May 22, 2017 Minutes.

Background Information:

Meeting minutes from May 22, 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, May 22, 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, May 22, 2017 in the Council Chambers at City Hall.

Pledge of Allegiance

Roll Call

Commission Members Present:

Chair Jesse Salinas
Vice Chair Jon-Paul Valcarenghi
Commissioner Carla White-Snyder
Commissioner Stephanie Miller
Commissioner Andrew Foraker
Commissioner Rashid Ali

Commission Member Absent:

Commissioner Joe Romero

Staff Present:

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

Public Comment

None

Communication-Commission/Staff Statements and Requests

Commissioner Salinas praised staff on the success of Commit2Fit. Commissioner Miller commented on the new restrooms installed at City Park, and the resurfacing of the tennis courts. Commissioner Miller attended the boxing gym grand opening.

Presentation

None

New Business

None

Committee Reports

ReXpo Survey Results

Commissioner Miller reported that forty six (46) surveys were completed at ReXpo. Of those, 14 heard about the event through social media, 20 from word of mouth, and 1 by the newspaper. Asked if they received the Recreation Guide, 21 responded yes and 25 responded no. There were 5 first time registrants, 11 who registered for 5 or more classes, and 15 who registered for 2 or more classes. Majority of those surveyed prefer social media or e-newsletters to hear about programs. Commissioner Valcarenghi asked about the City's Facebook. Engel responded that CSD sends school flyers, e-newsletters, and mails the Recreation Guide to households with children under 16 years old timed to be delivered just before ReXpo.

Work Plan

Commissioner Salinas reviewed the Work Plan for Commissioners Ali and Foraker. Each item in the Work Plan is tied to a Committee. Commissioner Valcarenghi recommended that Commissioners think locally and about things they know when updating the Work Plan. Commissioners reviewed the current Work Plan and discussed combining items 2 & 3. Commissioners will review the verbiage to better reflect the City of Woodland's needs. Commissioner White-Snyder will receive updates/items from other Commissioners and supply the draft Work Plan to staff before the next meeting.

Roster/Committee Assignments

Facilities Committee- no changes

Program & Department Evaluation- Miller, Ali, Foraker

Ad Hoc Committee- no changes

Budget and Finance Committee- White-Snyder, Romero, Foraker

Urban Forest Committee- Valcarenghi, Romero, Ali

Volunteerism Committee- Foraker, Salinas, Miller

Liaisons

Swimming: Valcarenghi

Commissioner Foraker asked for staff's FY17/18 goals and planned projects.

Commissioner White-Snyder made the motion to update the Committee assignments; Commissioner Miller seconded the motion.

Motion carried by the following roll call vote:

Ayes: Salinas, White-Snyder, Valcarenghi, Miller, Foraker, Ali

Noes: none

Standing Committees

Parks & Recreation Facilities Needs

Commissioner White-Snyder reported that meetings have been set up with all the user groups using City sports fields.

Concession Stand

Commissioner Miller has been working with Tringali on the survey questions for the Sports Park. The plan is to survey all types of events held at the Sports Park; Tournaments, City Softball Programs, Soccer and Senior Softball. Commissioner Miller asked other Commissioners to help with the survey.

Handicap Parking

Commissioner Valcarengi reported that the Committee held their first meeting. The Committee walked the Community & Senior Center parking lot and discussed long term and short term goals. The Committee is working on a survey for the seniors who attend the WC&SC. Next meeting is scheduled for May 30, 2017.

Facilities Committee- No report

Program & Department Evaluation Committee- No report

Budget and Finance Committee

Commissioner White-Snyder will be meeting with Staff.

Urban Forest Committee

Commissioner Valcarengi stated next meeting with Staff is scheduled for Friday, May 26, 2017.

Volunteerism Committee- No report

Consent Calendar**April 24, 2017 Minutes****Action:**

Valcarengi/ Foraker seconded to approve the April 24, 2017 minutes.

Motion carried by the following roll call vote:

Ayes: Salinas, White-Snyder, Valcarengi, Miller, Foraker, Ali

Noes: none

Other Business**Consider Commissioner Requests for Excused Absences from Future Meetings**

Commissioner White-Snyder requested an excused absence for the September 2017 meeting.

Commissioner Foraker and Commissioner Ali requested an excused absence for the June 26, 2017 meeting.

Commissioner Miller reminded the Commission that she had an excused absence for the June 26, 2017 meeting.

Engel reminded Commissioner that election of officers will be on the June agenda.

Action:

Miller/Valcarengi seconded to approve absence requests and moving election of officers to the July meeting.

Motion carried by the following roll call vote:

Ayes: Salinas, White-Snyder, Valcarengi, Miller, Foraker, Ali

Noes: none

Staff Reports**Community Services Report**

Engel reported that CSD received notification from Cal Fire that the City received the Cal Fire grant with matching funds in partnership with Woodland Tree Foundation. June 12, 2017 is the first day of summer programs. Boxing program has an increase in participants. The rack for bags (from Yolano) has been installed outside. Staff is busy with staff training, Commit2Fit is happening during the month of May, YMCA Fitness membership is free for May for Commit2Fit participants. In-Shape offered to sponsor a co-ed softball team for the summer season and Councilman Tom Stallard provided a partial sponsorship for an additional team. The

Commit2Fit raffle event will be held on Thursday, June 1 at 6 p.m. at the Community Center. The June 6, 2017 Council agenda includes a request for approval of the documents and authorization to bid demolition of Hiddleson Pool. Staff is still considering options for park replacement relative to budget after demolition. Schroeder reported the Annual Day of Service had great attendance with 103 volunteers. This event, organized by the Church of Jesus Christ of Latter Day Saints, was held on April 29, 2017. Volunteers met at Jack Slaven Park and then dispersed to projects throughout the community. Volunteers planted 103 trees, cleaned at Gibson House and Fourth and Hope and painted the wrought iron fence at the Cemetery. Staff has completed its monthly playground inspections, to which there were normal wear and tear issues.

Action: Received

Next Meeting June 26, 2017

Adjourn 8:00 p.m.

Action:

Miller/White-Snyder seconded to adjourn the meeting.

Motion carried by the following roll call vote:

Ayes: Salinas, White-Snyder, Valcarengi, Miller, Foraker, Ali

Noes: none



Legislation Details (With Text)

File #: 17-607 Version: 1 Name:

Type: P&R Other Business Status: Agenda Ready

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

On agenda: 7/24/2017 Final action:

Title: Update Work Plan for FY 17/18

Sponsors:

Indexes:

Code sections:

Attachments: 1. FY 17 Work Plan 62916 (1)

Date	Ver.	Action By	Action	Result
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Update Work Plan for FY 17/18

FY18 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. - Ideas might include hosting a planting and tree pruning workshop and working with city staff to present articles and press releases about city programs and rebates. Work with city staff to improve access to urban forest topics on the city webpage. - Ideas might include links 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. - Review Ad Hoc Sub-Committee recommendations related to Urban Forest <i>Lead Committee: Urban Forest</i>	

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 fiscal year 2016-17 - Review Ad Hoc Sub-Committee recommendations related to Committee Restructuring <i>Lead Committee: Ad Hoc</i>	

3. Review Policies

Goals	Status
Commissioners will review policies throughout the year as requested. Policies Last Reviewed in FY13. This is a low volume activity and only requires resources on an ad hoc basis. <i>Lead Committee: Ad Hoc</i>	As needed

FY18 Parks & Recreation Commission Annual Work Plan

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 Community & Senior Center Master Plan • Develop recommendations and submit to City Council for consideration • Review recommendations from <i>Program & Department Evaluation Committee</i> regarding facility needs for Program Expansion <i>Lead Committee: Facilities Committee</i>	

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 expansion of programs • Receive budget briefing from staff at least quarterly. • Committee members and staff will jointly provide quarterly budget reports to the Commission • Review Ad Hoc Sub-Committee recommendations related to Budget and Finance Review <i>Lead Committee: Budget and Finance</i>	

6. Volunteerism Committee

Goals	Status
Work with staff to review and update a volunteer list. • Reach out to individuals and organizations in the community who are willing to volunteer Identify potential projects in the community. • Talk with potential volunteers about needs/projects at the parks they use • Establish a process to utilize community volunteers in a productive and consistent manner. • Review Ad Hoc Sub-Committee recommendations related to Volunteerism	

FY18 Parks & Recreation Commission Annual Work Plan

Coordinate and complete one community project with the help of local volunteers. <i>Lead Committee: Volunteerism Committee</i>	
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7. Program & Department Evaluation Committee

Goals	Status
Evaluate 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 programs and future needs with input from Parks and Community Services Staff and local representative clubs. Determine if expanded facilities/programs are needed. Activities: • Meet with Parks and Community Services to determine what data they have for analysis. • Meet with members of the representative clubs (e.g. soccer clubs/baseball clubs/tennis club to get information and participant numbers and potential from them. • Determine if we should survey community members. If so, work with staff to develop and disperse a tennis survey. • Review Ad Hoc Sub-Committee recommendations related to Program & Department Evaluation <i>Lead Committee: Program & Department Evaluation</i>	



Legislation Details (With Text)

File #: 17-704 Version: 1 Name:

Type: P&R Other Business Status: Agenda Ready

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

On agenda: 7/24/2017 Final action:

Title: Commission Absent Requests

Sponsors:

Indexes:

Code sections:

Attachments: 1. P&R July 2017.pdf

Date	Ver.	Action By	Action	Result
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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)
May 2017

Commissioners	7/2017	8/2017	9/2017	10/2017	11/2017	1/2018	2/2018	3/2018	4/2018	5/2018	6/2018
Jesse Salinas											
Jon-Paul Valcarenghi											
Carla White-Snyder											
Joe Romero											
Stephanie Miller											
Andrew Foraker											
Rashid Ali											
Quorum											

Requested:

Notes:



Legislation Details (With Text)

File #: 17-701 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: 7/24/2017 Final action:
Title: Community Services Report for July 24, 2017
Sponsors:
Indexes:
Code sections:
Attachments: 1. CSD Report 072417.pdf

Date	Ver.	Action By	Action	Result
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TO: Parks & Recreation Commission

DATE: July 24, 2017

SUBJECT: Community Services Report for July 24, 2017

Recommendation for Action: None. Information only.

Background Information:

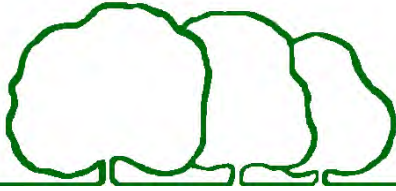
The following provides highlights of the Community Services Department since the last report.

Staff Contact

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

Prepared by: Kris Bain

Community Services Program Manager



Parks & Recreation Commission Communication

AGENDA ITEM

SUBJECT: Monthly Community Services Report

DATE: July 24, 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 construction documents have been completed for the demolition and the City will be posting them soon. Demolition of the facility should commence this year. Staff is still considering options for park replacement, which is contingent upon budget based on cost for demolition.

Park Maintenance

Park Inspections: Staff has been conducting weekly inspections at three different parks each week. These inspections identify areas of neglect, areas that need repairs and areas that have missing, removed, or dilapidated equipment. Lists are being generated for items that should be considered during the next budget preparation process.

Woodside Park: Carole Pirruccello a co-trustee of the John & Eunice Davidson Foundation has been working with staff to donate additional funds for workout equipment and two new teeter-totters for the playground at Woodside Park. The workout equipment will include pull-up bars, step-ups, a rope climb, pushup bars, dip station, balance beams, and much more. These will be replacing the existing equipment at Woodside Park on the northeast side of the park that is in need of upgrading.

Ferns Park: As the temperatures began to rise, there was a demand for places within the City to cool off and after some consideration; the water feature at Ferns Park was repaired and reopened on June 23.

Pool Maintenance: The pool facility will be closed August 19-26 for annual maintenance. The pool will be drained and refilled with clean water and the filtration system will be cleaned and repaired. Additionally, other cosmetic repairs will be made including restoration to the locker room benches, facility bleachers, pressure washing the decks, and painting the restrooms.

Urban Forestry

CalFire Grant: The City received the signed contract for the CalFire Urban Forest Management Plan and Community Tree Planting Project. Staff will begin to enter into agreements for service with the Woodland Tree Foundation and other contractors for the three-year grant period (stump grinding, etc.).

2017 Mandela Washington Fellows Tree Planting: The City hosted a tree planting, organized in collaboration with the Woodland Tree Foundation and U.C. Davis, for Mandela Washington Fellows for Young African Leaders. This event took place at Pioneer Park on July 13 and included the planting of 30 trees. This is the second year the fellows have planted trees in Woodland. Following the tree planting, the Fellows enjoyed lunch at Steve's Place.

The Mandela Washington Fellowship for Young African Leaders, begun in 2014, is the flagship program of the Young African Leaders Initiative (YALI) that empowers young people through academic coursework, leadership training, and networking. In 2017, the Fellowship will provide up to 1,000 outstanding young leaders from Sub-Saharan Africa with the opportunity to hone their skills at a U.S. college or university with support for professional development after they return home. The Fellows, who are between the ages of 25 and 35, have established records of accomplishment in promoting innovation and positive impact in their organizations, institutions, communities, and countries. In 2016, Fellows represented all 49 countries in Sub-Saharan Africa. They also represent diversity across the continent as 66 Fellows identified as having a disability, thirty percent came from rural areas or towns of fewer than 100,000 people, and fifty percent of Fellows were women.

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.

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
May-17	6	11	11	2	2	5	100	1	1	3	120	262
June-17	7	11	12	3	2	5	106	1	2	3	122	275
July-17	7	11	14	3	0	5	106	0	4	3	127	281

Tree Plantings and Removals: In 2016, 253 trees were planted compared to 89 tree removals. To date for calendar year 2017, 232 trees have been planted compared to 97 tree removals.

Cemetery

The Woodland Cemetery had eight cremation interments, and one full burial during the month of May and posted \$6,643 in sales for the month. In the month of June, there were four cremation interments, and posted \$6,160 in sales.

RECREATION**Fourth of July Celebration**

The City of Woodland's Annual Fourth of July Celebration was another successful day full of events for the whole community to enjoy. The Bike Parade and Freeman Family Celebration drew over 600 people walking/riding their bikes, scooters, and wagons down Main Street with over 200 participants registered for the decorating contest. Parks & Recreation Commissioner White-Snyder assisted with the bike parade registration and Chair Salinas was in attendance helping as well. Additionally, Mayor Barajas, Mayor Pro Tem Fernandez and Councilmember Rodriguez were the guest judges for the decoration contest. At Freeman Park people enjoyed the music of New Harmony Jazz Band, children played in a bounce house, created crafts with Rec2Go, and hundreds of free snow cones from Thompson's Heating and Air were handed out. The Senior Center Computer Club's Ice Cream Social at the Community & Senior Center was also very popular with over 350 people. Over 300 people attended Swim Fest at the Charles Brooks Community Swim Center.

City staff managed multiple activity stations during the pre-fireworks show located at Woodland High School including an inflatable obstacle course and bounce house; general field games; and arts and crafts. It is estimated that over 3,000 people attended the fireworks show at Woodland High School.

With 16 donations (excluding in-kind), over \$16,000 was raised. While final expenses are being calculated, this year the donations did not cover the cost of the Bike Parade and the pre-fireworks event and show. Fortunately, there was a balance remaining in the fireworks donation fund that will cover the remaining expenses (approximately \$10,000). The days' events all require assistance and dedicated efforts from Public Safety, Public Works, and Community Services Department staff – without all of the Departments working together, cohesively, the events wouldn't be as successful as they are.

Adult Sports

Adult Basketball: From the request of the basketball players, a short 5-week summer basketball season was played in June. This is the first time since 2008 the city was able to run a basketball league during the summer. The summer basketball league had eight teams and concluded on June 28.

Adult Softball: The 10-week summer softball season started on May 31 and has forty-four teams playing in seven divisions. Staff continues to re-enforce the rules and appropriate behavior for players, managers, officials, and spectators. The goal is to create a more fun and positive environment for all players and eliminate the negativity projected during game play. Staff re-introduced the softball committee in response to the player and staff feedback provided about the league.

Fall Leagues: Registration is being accepted for the fall softball, basketball, and volleyball leagues through mid-August. The volleyball league begins in late-August and basketball and softball leagues start in early-September.

Aquatics

Junior Lifeguards: The 6-week Junior Lifeguard program started on June 19 and has 21 participants enrolled. This course is designed to expose youth participants ages 11-14 to the rescue techniques used by lifeguards. Several former participants of this program (from prior summers) are now a part of the City's lifeguard staff.

Pool Facility Reservations: The Woodland Swim team hosted two long course meets in May and July, in which both meets had over 500 swimmers each. Additionally during June, Beamer Elementary hosted a pool party for approximately 100 sixth grade students and Woodland High School hosted their annual Senior Sunset event for the 2017 senior class.

Public Swim: Public swim opened for weekends on May 27 and for weekdays on June 12. During the month of June over 4,500 participants attended public swim. For an added attraction during public swim, the inflatable obstacle course is available on Fridays throughout the summer. The pool will be open for public swim through Friday, August 18.

Staff Training: During the first week of summer, aquatics staff participated in a weeklong staff training prior to the start of swim lessons. As part of their training, youth participating in Summertime Fun Club received a free swim lesson (this provides an opportunity for aquatics staff to hone their teaching skills). Youth participating in Summer Teen Pack also received "lifeguard training", led by the City's lifeguards (this provides an opportunity for the lifeguards to teach and refine their skills as well).

Swim Lessons: The first session of summer swim lessons started on June 19 and enrollment was filled to capacity. The first three levels of lessons (goldfish, sea horse, and swordfish) were filled throughout most of the summer. New this summer, several levels of lessons have been available to be taught exclusively in Spanish. A 2-hour training was provided to the Spanish speaking swim instructors by Mr. Ric Powers, a highly known international swim coach who has spent much of his career teaching and coaching in South America.

Water Aerobics: The water aerobics program experienced a large jump in participation from the beginning of April through June, increasing over 100 participants during that period. Many of new participants joined during the Commit2Fit May challenge and have continued after the program concluded. The class times have changed for the summer (from 11:30 am-12:30 pm to 8:30-9:30 am) due to conflicts with other scheduled City activities (swim lessons and afternoon lap swim).

Woodland Wreckers Swim Team: The Wreckers' season concluded with a Northern California Swim League (Motherlode Conference) championship meet at Vista Del Lago High School in Folsom on July 22-23.

Community Center and Sports Park**Community & Senior Center rentals for May & June 2017 included:**Private Reservations

Celebration of life

Joseph Felix Memorial Scholarship interview

Medicare Anniversary event

Pioneer High School Prom

Quinceañera

Woodland Soccer Club Meeting

Yolo County Bar Association

Yolo County Farm Bureau graduation party

Yolo County Realtors meeting (3)

WRA Board of Director's meeting

60th birthday party

Cambridge Jr College graduation

Paco Presents boxing event

VALIC Financial Advisor's meeting

Agricultural workshop

City-related reservations

CIT trainings (4)

NCPOA Annual Luncheon

YGRIP Operation Team meeting

YGRIP Steering Committee meeting

YGRIP Operation Team meeting

Police Chief swearing in ceremony

2017 Garamendi (Yolo County job fair)

Woodland Research Tech Park neighborhood meeting

Facility Maintenance Projects for May & June 2017 included:

- Front fountain pump replaced
- Travertine floors repaired
- Boxing gym lights changed to LEDs
- Sound system maintained in fitness area
- AV system in Meeting Rooms sent for repair
- Receiving quote for lighting in boxing gym
- Maintaining HVAC system in different parts of the building

Woodland Sports Park Tournament Reservations: Woodland Sports Park held sixteen tournament events during May and June and over 200 teams participated in competition at the Sports Park. The total revenue captured for these reservations was \$32,025 for the two month period. These tournaments were youth/teen baseball and girls' fastpitch. During June 27-30, a high-school baseball player college recruiting work-shop was held. Over 400 youth participated in these two-two day sessions and 65 colleges were represented. This revenue generated over \$6000. Cathy Haynie spent months working with the business renting the facility to make this event a success.

General Recreation Programming

Bootcamp Conditioning Class: The contract recreation program is now offering a Bootcamp Conditioning class with instructor Earnest Mayo, Jr. The class focuses on low impact exercises, boxing techniques, core and cardio conditioning. This class utilizes the new boxing gym on Mondays, Wednesdays, and Fridays from 10:30-11:30 am.

Lego Engineering: Play-Well TEKnologies offered two classes during the first week of summer. Classes included: Introduction to STEM with LEGO and the more advanced and STEM Challenge

with LEGO. The Introduction to STEM with LEGO class had 13 registrants and the STEM Challenge with LEGO had 20. Registration for each of the week-long classes cost \$155, and the total revenue for the classes was \$5,180.

Mad Science: Mad Science offered Radical Robots during the last week of June. The class had 18 registrants. The registration for the week-long course was \$145 (plus \$25 robot fee), and the total revenue captured for the class was \$1,786. At the conclusion of the class participants were able to take home their robots they created.

Woodland Boxing Club: During the month of June, the Woodland Boxing Club had 83 youth participants and 29 adult participants registered for the program and 695 daily sign-ins. The total revenue for the program during that period was \$1,556 and contract costs totaled \$2,500.

Woodland Wrestling Club: The Woodland Wrestling Club held a camp March 21-May 11 for all ages and levels of wrestlers. There were 25 participants that tallied approximately 600 participant hours during the eight-week period. The revenue for the class equaled \$1,500.

Measure J Programming

After School Teen Pack: The After School Teen Pack ended the school year with promotional parties at Douglass and Lee for the eighth grade students of Teen Pack moving onto high school next year. The kids enjoyed celebrating the end of the school year with snacks. The program continued to draw high attendance numbers (30-60 each day) through the last week of school. Prior to the school year starting in August, staff plans to attend several orientation meetings at the schools to promote the program. After School Teen Pack returns on the first day of school, August 21.

Sixth Grade Graduation Party: The Sixth Grade Graduation Party was very successful and highly attended. This year's party drew 515 students, 64% of the sixth grade students in Woodland. The sixth grade teachers throughout Woodland supported the event and helped get their students excited about the event. Mrs. Delelmos' class from Plainfield had the highest percentage of sixth graders attend this year with 25 of 28 (89%) students attend. Their class was rewarded with a pizza party.

Summer Teen Pack: The Summer Teen Pack successfully filled all seven weeks of the week-long summer program to maximum capacity (40 participants per week). The program has been so popular that there has been a waiting lists for all of weeks this summer. After further assessing the last week of the program (July 24-28) and the program's demand, the maximum capacity was increased from 40 to 50. All ten from the waiting list have been successfully placed into the program. Staff is confident the program will run smoothly with the additional participants, as there is no use of public transportation during this week and additional part-time staff has been scheduled to keep the same child to staff ratios.

Summer Teen Pack will be available on a drop-in, as needed basis for participants during the last three weeks of the summer. The drop-in version of the Summer Teen Pack will run July 31 – August 18. Instead of the weekly rate of \$80, the rate for the drop-in is \$5 per day. The program will only be traveling within Woodland; such trips will include visiting the Charles Brooks Swim Center, Jack

Slaven Park, and Cinemark Movies for the Summer Movie Clubhouse. Pre-registration is not necessary.

Rec2Go: Rec2Go has been busy this summer going to Woodland's parks and public events. Rec2Go has also been "Bringing the Fun 2 You" at local public housing communities including Yolano Housing, Spring Lake Mutual Housing Complex, Casa del Sol Housing, and Crosswoods Housing. Additionally, Rec2Go has visited Empower Yolo to provide activities for both the preschool age group and school aged group. During the Fourth of July activities, over 1,000 people enjoyed the activities Rec2Go provided including crafts and games at the Freeman Park Celebration, Swim Fest, and the pre-fireworks show. Staff is currently scheduling Rec2Go to attend activities and events during late August through October including various after school locations, youth sports activities, and any general public special event where children are present.

RECREATION SNAPSHOT THRU 6 /30/17				
Program	Budget	Expenses & Encumbrances	Balance	% Remaining
General Fund				
Community Services Administration	\$507,961.00	\$451,308.76	\$56,652.24	11.15%
Community & Senior Center	\$912,015.52	\$874,063.55	\$37,951.97	4.16%
Brook Swim Center-Recreation	\$158,089.00	\$154,892.89	\$3,196.11	2.02%
General Recreation Programs	\$475,659.00	\$472,728.38	\$2,930.62	0.62%
Subtotal	\$2,053,724.52	\$1,952,993.58	\$100,730.94	4.90%
Enterprise Fund				
Youth Enterprise	\$376,237.60	\$344,173.13	\$32,064.47	8.52%
Subtotal	\$376,237.60	\$344,173.13	\$32,064.47	8.52%
Measure J				
General Recreation Programs	\$420,163.00	\$305,983.62	\$114,179.38	27.18%
Middle School Programs	\$348,683.00	\$316,628.51	\$32,054.49	9.19%
Aquatics	\$221,126.00	\$159,341.47	\$61,784.53	27.94%
Recreation Van	\$61,262.00	\$47,779.07	\$13,482.93	22.01%
Summer Camp	\$174,652.00	\$109,994.32	\$64,657.68	37.02%
Youth Advisory Committee and Academy	\$5,000.00	\$1,058.30	\$3,941.70	78.83%
Subtotal	\$1,230,886.00	\$940,785.29	\$290,100.71	23.57%
Total Recreation Budget	\$3,660,848.12	\$3,237,952.00	\$422,896.12	11.55%

RECREATION - REVENUE SNAPSHOT thru 6/30/17			
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	\$730.00	36.46%
C. Brooks Swim Center Revenue	\$150,000.00	\$151,830.03	101.22%
Community Senior Center Msc.	\$80,000.00	\$75,112.00	93.89%
Community Fitness Center	\$34,992.00	\$27,024.80	77.23%
Community Sports Park	\$205,000.00	\$253,022.00	123.43%
Subtotal	\$472,494.00	\$508,163.83	107.55%
Enterprise			
Recreation Contract	\$183,000.00	\$140,267.50	76.65%
General Recreation	\$80,000.00	\$104,559.05	130.70%
Senior Programs Revenue	\$10,000.00	\$13,282.70	132.83%
Yolano Recreation Program Income	\$5,000.00	\$6,908.40	138.17%
Adult Recreation & League Programs	\$95,000.00	\$83,382.82	87.77%
Subtotal	\$373,000.00	\$348,400.47	93.40%
Measure J			
Measure J	\$0.00	\$29,849.60	%
Subtotal	\$0.00	\$29,849.60	%
TOTALS	\$845,494.00	\$886,413.90	105%
PARKS - REVENUE SNAPSHOT thru 6/30/17			
Account Title	FY17 Projection	FY17 Revenue to Date	% of Projection
General Fund			
Park Revenue	\$60,000.00	\$69,640.00	116.07%
Subtotal	\$60,000.00	\$69,640.00	116.07%
Enterprise Fund			
Cemetery Internment Space	\$20,488.00	\$28,025.00	136.79%
Cemetery Services	\$44,042.00	\$45,995.00	104.43%
Cemetery Products	\$30,699.00	\$30,838.00	100.45%
Endowment Care Fee	\$13,249.00	\$15,000.00	113.22%
Subtotal	\$108,478.00	\$119,858.00	110.49%
Lighting & Landscape District			
Gibson Ranch Park Revenue	\$4,743.00	\$18,101.50	381.65%
Springlake Park Revenue	\$9,530.00	\$11,310.00	118.68%
Subtotal	\$14,273.00	\$29,411.50	206.06%
TOTALS	\$182,751.00	\$218,909.50	120%

SUBJECT: Monthly Community Services Report

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ITEM:

PARKS SNAPSHOT THRU 6 /30/17				
Program	Budget	Expenses & Encumbrances	Balance	% Remaining
General Fund				
General Landscape Maintenance	\$219,059.00	\$209,372.79	\$9,686.21	4.42%
Park Maintenance	\$1,416,743.06	\$1,232,484.61	\$184,258.45	13.01%
Hiddleson Maintenance	\$3,782.00	\$1,185.26	\$2,596.74	68.66%
Charles Brooks Swim Center Maintenance	\$343,649.00	\$373,266.20	-\$29,617.20	-8.62%
Tree Maintenance	\$361,851.00	\$350,971.03	\$10,879.97	3.01%
Subtotal	\$2,345,084.06	\$2,167,279.89	\$177,804.17	7.58%
Enterprise Fund				
Cemetery Maintenance	\$432,058.00	\$370,775.08	\$61,282.92	14.18%
Subtotal	\$432,058.00	\$370,775.08	\$61,282.92	14.18%
Lighting & Landscape District				
Gibson Ranch	\$770,699.15	\$669,386.18	\$101,312.97	13.15%
North Park District	\$28,269.00	\$25,043.49	\$3,225.51	11.41%
Streng Pond Maintenance District	\$30,897.00	\$29,645.88	\$1,251.12	4.05%
Woodland West (Westwood)	\$19,876.00	\$14,993.52	\$4,882.48	24.56%
Springlake	\$792,343.73	\$690,978.86	\$101,364.87	12.79%
Community Sports Park Programs	\$386,200.00	\$353,161.86	\$33,038.14	8.55%
Gateway	\$101,185.00	\$71,529.04	\$29,655.96	29.31%
Subtotal	\$2,129,469.88	\$1,854,738.83	\$274,731.05	12.90%
Total Park Budget	\$4,906,611.94	\$4,392,793.80	\$513,818.14	10.47%



Legislation Details (With Text)

File #: 17-703 Version: 1 Name:

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

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

On agenda: 7/24/2017 Final action:

Title: Regional Park Update

Sponsors:

Indexes:

Code sections:

Attachments: 1. Regional Park Update.pdf

Date	Ver.	Action By	Action	Result
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Regional Park Update

Daily Democrat (<http://www.dailydemocrat.com>)

Old park could become 'science and nature preserve'

City, Tuleyome and Explorit Science Center hope to create nature preserve

By Jim Smith, Woodland Daily Democrat

Saturday, July 8, 2017



At one time it served as the city's dumping ground. At another point in its history, radio-controlled aircraft landed on a manmade lake or concrete airfield. Still later it might have provided an arena for Los Caporales de Woodland, a horse riding club, BMX track, and was once eyed as a new location for the Yolo County Fairgrounds.

Today in still another effort to preserve 166 acres of grassland, the city is negotiating with Woodland-based Tuleyome and the Davis-based Explorit Science Center to create a "science and nature preserve."

Tuleyome has been located in Woodland for more than a decade and advocates for land- and resource conservation. It most recently has been involved in the Lake Berryessa Snow Mountain Monument area. Explorit Science Center in Davis offers educational programs for children and adults.

While urging caution until all the contracts are negotiated and signed, members of the City Council are nonetheless excited at preserving and using the former Woodland Regional Park as a science and nature education center.

Discussions between the city, Tuleyome and Explorit have been underway since 2015 and are now focusing in on the final details. If all goes according to plan, the grassy parkland east of County Road 102 and south of CR25 could become a premiere preserve over the next five years.

Councilman Tom Stallard called it a "legacy opportunity" for the community.

Councilwoman Xochitl Rodriguez said "this is a great opportunity for our community and our children, particularly since we're tied to our technology and our gadgets. What better opportunity" to get us outdoors.

"I'm probably the only one here who remembers taking garbage to that dump," deadpanned Councilman Skip Davies. "It's been quite a story, but I think this is the right ending."

As planned, a science and nature center would be located on 2.5-acres within the park, addressing "the national need for science education and access to nature close to home."

"The center is envisioned as a combined 'field and lab site' for K-12 and community college programs that support and build on 'common core,' agriculture, science, technology and the Next

General Science Standards,” according to a prospectus prepared by Tuleyome and Explorit. It would also provide education and recreation programs for adults and others interested in learning about local habitat.

The facility would become more critical in the future as Yolo County continues its growth trend. State figures project Yolo County to be one of the fastest-growing counties over the next 60 years.

Many uses for the park have been proposed over the years. The northeast portion of the site was excavated as a landfill in the late 1980s and early 1990s. The landfill was capped and now provides a rolling topography suitable for hiking, biking and cross-country running trail through grassland with views of the Sierra Nevada, Snow Mountain, Mt. Diablo and the Sutter Buttes.

To the south, there's a former barrow pit which is now a large rectangular drainage basin used by the city for storm water overflow. The high water table also presents the potential to develop seasonal and permanent wetlands.

Back in the 1980s and 1990s, a landing strip was created by the Woodland-Davis Aeromodelers for landing their radio-controlled planes. The drainage area also served as a landing field for model seaplanes.

The landing strip area is important because that will be the general location of what will be the park's centerpiece, a science center. The facility would have outdoor and indoor spaces for visitors, learning labs, classrooms, lecture halls, and even be able to host banquets and community gatherings of up to 200 people with a kitchen to serve small and large events.

There would also be a large covered outdoor space for an outdoor classroom, theater and activity area.

Assistant City Manager Ken Hiatt told the council the city is “really close” to reaching terms with Tuleyome and Explorit as well as a conservation easement. He noted both Tuleyome and Explorit were better suited to pursuing future funding for the science center and other projects than the city itself which has no money earmarked for any upgrades at the park.

Hiatt noted the two groups would have to demonstrate within the next five years they had the funds to build and maintain both the science center and park itself. He said Tuleyome and Explorit were already working with potential funders such as the California Waterfowl Association and looking into two state park grants this September and October to develop outdoor trails.

Representatives from Tuleyome, Bob Schneider, Jenifer Segar and Bret Hewitt all expressed optimism for the project and said they were excited by the potential.

Hewitt is the group's new executive director and said “in your mind's eye you can just see it come together.”

Segar, who has been working on the project with Schneider for several years, feels the parkland would bring the community together with opportunities for planting in the riparian area, recreation and learning more about local environment.

Woodland Mayor Angel Barajas said when completed “this regional park is going to be one of the best regional parks in the region for sure.”

He said the city is taking care of its local habitat and would be “leaving a mark for the city of Woodland” as well as “showing every other city that we care about our region.”

URL: <http://www.dailydemocrat.com/general-news/20170708/old-park-could-become-science-and-nature-preserve>

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Legislation Details (With Text)

File #:	17-0559	Version:	1	Name:	
Type:	Report of the City Manager	Status:		Agenda Ready	
File created:	6/30/2017	In control:		City Council	
On agenda:	7/6/2017	Final action:			
Title:	SUBJECT: Woodland Regional Park Site - Habitat Conservation Easement Update and Proposed Environmental Education Center				
	Recommendation for Action				
	Staff recommends the City Council receive an update from staff on the Woodland Regional Park Site and take the following actions:				
	1. Direct staff to complete negotiations with the Yolo Habitat Conservancy for establishment of a conservation easement on the Site and return to Council with final easement documents and appraisal value; and 2. Approved Resolution No. authorizing the City Manager to prepare and execute a lease agreement with Explorit for a portion of the Site for the development of an Environmental Education Center; and 3. Direct staff to pursue grant funding opportunities in partnership with Explorit to fund improvements at the Site consistent with the proposed conservation easement and attached draft Master Plan for the Woodland Regional Park.				
Sponsors:					
Indexes:					
Code sections:					
Attachments:	1. RPS 1 Draft Master Plan.pdf, 2. RPS 2 Draft Conservation Easement Deed.pdf, 3. RPS 3 Draft Outreach Brochure - Woodland Regional Park.pdf, 4. RPS 4 Resolution.pdf				

Date	Ver.	Action By	Action	Result
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TO: THE HONORABLE MAYOR AND CITY COUNCIL

DATE: July 6, 2017

SUBJECT: Woodland Regional Park Site - Habitat Conservation Easement Update and Proposed Environmental Education Center

Recommendation for Action

Staff recommends the City Council receive an update from staff on the Woodland Regional Park Site and take the following actions:

1. Direct staff to complete negotiations with the Yolo Habitat Conservancy for establishment of a conservation easement on the Site and return to Council with final easement documents and appraisal value; and
2. Approved Resolution No. authorizing the City Manager to prepare and execute a lease agreement

- with Explorit for a portion of the Site for the development of an Environmental Education Center; and
3. Direct staff to pursue grant funding opportunities in partnership with Explorit to fund improvements at the Site consistent with the proposed conservation easement and attached draft Master Plan for the Woodland Regional Park.

Staff Contact

Ken Hiatt, Assistant City Manager - (530) 661-5930, ken.hiatt@cityofwoodland.org

Fiscal Impact

Conservation Easement

Approval of this action will result in minimal fiscal impact to the city. Staff time and legal costs in reviewing the easement and associated documents will be incurred. These costs will be paid for out of the current and proposed FY 17/18 budget and will not require additional budget allocation. The JPA has agreed to cover all other transaction costs necessary for establishing the easement including appraisal, PAR analysis, easement document, and the management plan.

The value of the easement will be based on the results of the appraisal. It is estimated the easement value will be in the range of \$3-6,000 per acre. The City Council will be presented with the appraised value and final easement documents prior to taking final action to establish the easement. An endowment will also be required to cover the ongoing costs to maintain the easement area as Swainson's Hawk foraging habitat. The estimated cost to monitor the easement area pursuant to the management plan is approximately \$1,000 per year, which would be generated through the endowment established for the management of the easement. The JPA has agreed to fund the endowment estimated at \$35,000 to \$50,000. The endowment would not cover any improvements that may be installed for future recreational use of the site. Staff is working with the JPA and the wildlife agencies on the possibility of layering an additional conservation easement for other sensitive habitats present on the site. This easement could generate additional one-time revenue and will be evaluated separately under the appraisal.

Master Plan and Lease Agreement

The fiscal impact of implementing the Woodland Regional Park Master Plan is unknown at this time. The project is not currently funded and it is not in the current development impact fee model. The majority of funding for the improvements are anticipated to come from outside funding sources such as grants and private donations. Staff have been working with representatives from local environmental education organizations, Explorit Science Center and Tuleyome, to develop the draft Master Plan and funding strategy. Three upcoming grants have been identified for which the proposed improvements and use appear highly competitive. If city funding is required as a match for any grant or the improvements will require city funding for maintenance, staff will return to City Council for approval prior to submitting for the grant.

Background

The Woodland Regional Park site (APN 042 030 012) is approximately 160 acres located on CR 25A, east of CR102. The site has had many uses over the past 75+ years since the City acquired it in 1935. One third of the site is a former City landfill. Well 26 was built in 1998 and is an operational city well site on the north side of the parcel which is accessed from CR25.

The site was declared surplus by the City Council on September 8, 2008. The perimeter of the site on the north and west is recommended to be reserved for future roadway improvements along CR102 and CR25. The site has been identified as having high biological value as Swainson's Hawk foraging habitat, in part as a result of

its close proximity to nesting sites along Willow Slough. In addition, there is also the presence of several rare plant species. The site is not currently open to the public and is being maintained by the city. Previous uses of the Woodland Regional Park Site include:

- City Landfill (approximately 60 acres of north portion of site) - fill was used from south portion of the site to cover the "burn site" which consequently created a "lake" during the winter months due to the city's groundwater depths. The landfill was decommissioned in the late 1980's and the process of officially closing the landfill per the California State Regional Water Quality Control Board (the "Board") was started but was never officially completed. The city is currently in the process of officially closing the landfill, awaiting approval by the Board.
- In the late 1980's to early 1990's the landfill site was leased from the City as a BMX track.
- For many years Los Corporales occupied the southeast portion of the site. In September of 1995 the City of Woodland entered into an agreement with the Los Corporales de Woodland, a non-profit organization, to allow the use of City property at the Regional Park site for the establishment of a facility that would periodically accommodate a traditional Mexican rodeo or related equestrian events. Los Corporales vacated the site in January 2009.
- In 1986 the Woodland/Davis Aeromodelers (WDA) relocated from their Davis site to the "Mavis Henson Field" designed and built at the Regional Park Site. WDA is a club-organized, volunteer organization dedicated to promoting the sport and hobby of Model Aviation, in and around the Woodland-Davis area. The Aeromodelers occupied and maintained the southern portion of the Regional Park until November 30, 2010 at which time they relocated to CR 29 in Yolo County. The site was vacated in January 2011.
- On September 21, 2010, an Exclusive Negotiating Agreement with OPDE US Corporation in order to develop one or more multi-megawatt solar plants in Woodland. This project terminated in September 2011 due to lack of community and Council support.

Biological Resource Surveys

After determining the property as surplus, the city and various interested parties commissioned biological resource assessment of the site. The following is summary of these studies and their findings.

Woodland Regional Park Special-Status Plants Survey, prepared by Ellen Dean of UC Davis Center for Plant Diversity in cooperation with the Tuleyome Group of Woodland, July 2009. This survey detected the following species: alkali milk-vetch, brittlescale, San Joaquin sparscale, palmate-bracted bird's-beak, and Heckard's peppergrass. Many of these species were not detected by Bruce Barnett in 2011.

Biological & Wetlands Resources at the Woodland Regional Park Site, Woodland, CA, prepared by Bruce Barnett, Barnett Environmental Consultants, spring-summer 2011; Biological Constraints Analysis as part of the CEQA requirements for a solar development project at subject location generally concluded the following:

1. Identified a total of 19.626 acres of wetlands during April/May 2011 jurisdictional field delineation of the property. Wetlands features include hydric alkaline grassland,

vernal pools, alkaline rain pools, seasonal wetlands and a reservoir/pond. Vernal pools could support fairy and tadpole shrimp (federally protected species) and/or California linderiella.

2. Many of the above mentioned species detected by Ellen Dean and UC Davis were not detected in the 2011 survey
3. A Swainson's Hawk was found foraging over the site but no raptor stick nests were found during the surveys. This species is "fully protected" under Section 3511 of the Ca Fish & Game Code, and under the U.S. Migratory Bird Treaty Act.
4. Two blue elderberry shrubs, the exclusive host for the valley elderberry longhorn beetle, were identified. No "exit holes" were evident on the plants of any beetle activity. Impacts to the species can be mitigated.

Swainson's Hawk Conservation Easement

The JPA approached the City in 2014 to see if it had interest in considering selling a Swainson's Hawk Easement on the property before approaching other potential mitigation properties.

At its June 17, 2014 meeting, City Council directed staff to work with the Yolo County HCP/NCCP Joint Powers Agency, now Yolo Habitat Conservancy, to conduct the necessary next steps to record a Swainson's Hawk easement on a majority of the City's 160-acre Woodland Regional Park Site. Since this action, staff have been working with Conservancy staff to negotiate the terms of the Easement. The JPA has funding currently available within its mitigation funds to acquire the easement and have previously prioritized the use of those funds for this site should the City be interested. The JPA is also considering other sites within the County for use of these funds should they be unsuccessful in reaching agreement with the City.

Woodland Regional Park and Education Center Master Plan

The City's General Plan identifies the property as a publicly accessible open space. The conservation easement has been drafted to anticipate the improvement of the site with a trail system as well as drainage/wetland improvements to enhance the site a publicly accessible open space. To inform the terms of the Easement, conceptual plans were prepared to identify the location and types of improvements that could occur to ensure compatibility with the habitat values of the site. (Attachment 1)

In 2015, City Staff was contacted by representatives of Tuleyome, Conaway Preservation Group, and Explorit Science Center (Explorit) to discuss the potential for siting an environmental education center at the Regional Park. The groups had been investigating the possibility of creating a center on the Conaway Ranch that would provide educational experiences and further understandings about the connections among water, wildlife, habitat, agriculture, and culture. To gauge community interest, the group has been reaching out to local stakeholders to tour the site and explore potential programmatic partnerships. A presentation was made to the City's Parks and Recreation Commission on March 27, 2017, to provide them an update on the easement and potential for integrating an education center with the open space trail system on the site. The Commission expressed support of the project and desire to participate in on-going planning for the project.

Discussion

Habitat Conservation Easement

Informed by discussions with JPA representatives, representatives of the California Department of Fish and Wildlife, US Fish and Wildlife Service staff, County legal staff and City legal counsel - the City has determined

that the highest and best use of the Regional Park site is to serve as a multi-use open space/habitat area that incorporates compatible infrastructure needed to service existing and future development within the City. Staff and the Yolo Habitat Conservancy are finalizing the language for the conservation easement that would provide for these benefits to the City while ensuring protection of the site as Swainson's Hawk foraging habitat. Included in the easement document are terms that would provide for additional conservation benefits for other species that the site has habitat value for including the western burrowing owl and the palmate-bracted bird's beak. These additional conservation benefits would not be "activated" unless and until the Yolo Habitat Conservation Plan (HCP/NCCP) is approved and permitted.

The current draft of the conservation easement is attached. The following is a summary of key terms that would be provided by the Conservancy to the City in consideration of recording the conservation easement on the property:

- Payment for the Swainson's Hawk Conservation Easement based fair market appraisal (estimated at ~ \$500,000)
- Funding the endowment to manage the site for Swainson's Hawk habitat
- Prepare the management plan and contract for management of the site
- Include incidental take of alkali sink and riparian habitat needed for future projects
- Provide approximately \$300,000 in avoided mitigation fee value for impacts to alkali soil and riparian wetlands
- Fund the annual management of the site in perpetuity for additional species (~\$30,000/yr)

Additionally, the City would retain the following rights under the conservation easement:

- Retention of an approximately 2.5 acre "development envelop" on the southerly side of the property
- Public access compatible with management of the site as foraging habitat including 3.1 mile trail system.
- Approximately 20-acre "pond area" for stormwater drainage and/or wetland improvements
- Expansion/replacement of the existing City's well (Well 26) on the property

Portions of the property along County Roads 102 and 25 have been removed from the easement boundary to accommodate future roadway maintenance and expansion if needed.

Conservation Easement Next Steps

The following is a list of the steps remaining to be taken prior to presenting City Council with final conservation easement items for consideration. These include;

- Finalize Conservation Easement document
- Preparation of an appraisal to determine easement value
- Preparation of a Property Analysis Record (PAR)
- Develop habitat management plan(s) for the site
- Identify entity(ies) that will hold the easement and manage the site

Once the above reference tasks are completed, staff will bring back to City Council the final documents and recommendations for final action. It is anticipated that this process will take 90-120 days.

Woodland Regional Park Master Plan and Lease Agreement

Draft Master Plan

The attached draft Master Plan has been prepared for the property to help inform the terms of the Conservation Easement (Attachment 1). The Plan includes up to 3.1 miles of trails and pathways, approximately 20 acre wetland/stormwater detention facility, retention of city well, and a ~2.5 acre development envelop. The Draft Master Plan has been developed in consultation with both the Conservancy as well as Tuleyome and Explorit who are interested in integrating an environmental education center on the site. The draft Master Plan will be refined as terms of the conservation easement are finalized and funding and programming opportunities are explored.

Lease with Explorit

Explorit has been working closing with the City and Tuleyome to evaluate the potential for locating a science and nature center on the Woodland Regional Park Site. A draft project brochure has been prepared to assist in sharing the project goals and vision with interested community and funding partners (Attachment 3).

Explorit is a non-profit organization based in Davis that provides science and nature learning programs to youth throughout the region and is offering . The Explorit Board has approved this project as a primary initiative of the organization and is requesting consideration of a lease agreement to allow them to proceed with planning and fund raising efforts for the project in partnership with the City.

The following is a list of lease terms and performance requirements that staff has outlined with Explorit, that should the Council be supportive of, would be used to draft a lease agreement between the City and Explorit.

Proposed Lease terms:

- Property location and boundaries encompassed by this agreement: Approximately 2.5 acre development area within the Regional Park Site (Attachment 1)
- Lease Term - 10 years with (4) 10-year extensions
- Rent: \$1 year
- Explorit and City agree to jointly plan and work collaboratively to implement improvements to the Regional Park Site substantially consistent with the attached draft Master Plan
- City agrees to provide staff assistance to Explorit to review the site and building plans for the development of an Environmental Education Center at no cost to Explorit
- Explorit shall provide primary fund raising and grant writing services for Master Plan Improvements including the trail system, wetland restoration of the borrow pit, Education Center, and associated improvements to the site
- Prior to construction of the Education Center, Explorit may use the 2.5 acre development site, proposed trails, paths, and wetland areas for preliminary educational programming, fundraising, and advancement of the Master Plan

- Explorit shall maintain insurance naming city additionally insured (\$2M aggregate general aggregate)
- Within 45 days after execution of the Lease, Explorit and City shall enter into a shared use and maintenance agreement stipulating terms for access, use, and maintenance of improvements on the Property
- Explorit acknowledges City's and Yolo Habitat Conservancy's desire to record a permanent conservation easement on the Regional Park property, that includes the 2.5 acres, and agrees to comply with all terms and management activities required in the easement if executed
- Terms of Use are subject to obtaining required, City, State, Federal permits that affect the site development and proposed uses.

Performance Requirements:

- Within 5 years of Lease execution, Explorit shall secure, funding for construction and on-going maintenance of the Education Center
- Explorit shall conduct a minimum of (4) educational events/activities on the site per calendar year prior to construction of the Environmental Education Center facilities
- Explorit shall submit to the City an annual report by March 1 of each year summarizing the types of on-site uses, audience reached, and recommendations for advancing the overall project development. The report will be presented to the Woodland Parks and Recreation Commission at a mutually agreed date.

Grant Funding

Several grant opportunities have been identified for which the Woodland Regional Park project appears to be well positioned to compete. Two State Park grant programs, the Outdoor Environmental Education Facilities and the 1990 Habitat Conservation Fund, are soliciting applications due late fall/early summer. Additionally, the California Waterfowl Association has expressed interest in funding the conversion of the former landfill borrow pit referred to as "the pond" on the site into a permanent wetland. These funding opportunities are being evaluated for competitiveness and match requirements. If it is determined that these funding sources are worth pursuing for this project, staff will return to Council with a separate action to authorize submittal of the grant applications detailing what, if any, City matching funding will be required if approved.

Conclusion

Staff recommends the City Council receive an update from staff on the Woodland Regional Park Site and take the following actions:

1. Direct staff to complete negotiations with the Yolo Habitat Conservancy for establishment of a conservation easement on the Site and return to Council with final easement documents and appraisal value; and
2. Approved Resolution No. authorizing the City Manager to prepare and execute a lease agreement with Explorit for a portion of the Site for the development of an Environmental Education Center; and

3. Direct staff to pursue grant funding opportunities in partnership with Explorit to fund improvements at the Site consistent with the proposed conservation easement and attached draft Master Plan for the Woodland Regional Park.

Ken Hiatt, Assistant City Manager - Community and Economic Development

Attachments:

1. Draft Master Plan
2. Draft Conservation Easement
3. Woodland Regional Park - Draft Science and Nature Center Brochure
4. Resolution

Legislation Details (With Text)

File #: 17-054 Version: 1 Name:
Type: P&R Report of the Staff Status: Agenda Ready
File created: 7/12/2017 In control: Parks & Recreation Commission
On agenda: 7/24/2017 Final action:
Title: Neighborhood Meeting to Select Play Structure Design for Harris Park
Sponsors:
Indexes:
Code sections:
Attachments: 1. Design Options.pdf

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

SUBJECT: Neighborhood Meeting to Select Play Structure Design
for Harris Park

Report in Brief

The City will hold a neighborhood meeting at Harris Park (100 Imperial Street) on Saturday, August 26, 2017, from 10:00 a.m. to 1:00 p.m. to provide residents with an opportunity to select a new play structure design for the park.

Background

The State awarded the City a Housing Related Parks Program Grant last year in the amount of \$149,125 for improvements to Harris Park. The grant will be used to replace an existing play structure that is approximately 20-years-old, located on the Imperial Street side of the park, and designed for children ages 5 to 12.

Discussion

All residents, adults and children, will have an opportunity to select the new play structure by casting their votes for one of three pre-selected play structure designs. Miracle Play Systems will present three designs at Harris Park and each meeting participant will be asked to place a sticker on the design that best fits the community's needs. At the conclusion of the neighborhood meeting, the design with the most votes will move forward. The voting will take place from 10:00 a.m. to 1 p.m. Refreshments will be served and families are encouraged to attend.

The three design options prepared by Miracle Play Systems all include a swing set with two belt seats and “Biba”. Biba is a smart system that allows parents to download free games to their smart phones so their children can have a unique play experience. The use of this technology encourages parents to engage while their children are playing, generates park usage information, and motivates children to participate in physical activities.

Descriptions of the three design options are provided below.

Design Option 1:

- This design includes a “Mega Tower” structure, which means it has 2 decks stacked on top of one another (one at 4 feet and one at 10 feet) to give children the feeling of being up high with the trees.
- Colors and design have a “nature” feel to blend well with the surroundings of the site.
- Play structure is “functionally-linked” to rocks and ropes elements. By functionally linking elements, children can play “don’t touch the hot lava” type games, which add another level of play value.
- This structure includes 4 different slide styles and many unique and challenging climbers

Design Option 2:

- Unlike any other playground in Woodland.
- This design includes a large net dome that is “functionally linked” to a more traditional play structure to give children a wide variety of play value.
- Net climbers are fully ADA accessible and provide children of all abilities a full body workout while they play (upper body, lower body and core).
- Nets are highly durable and have 5 steel rods going through each cable.
- If a cable is damaged, sections can be replaced without having to replace the entire net systems.

Design Option 3:

- Also includes a net climber and traditional structure that is functionally linked.
- Includes a spinning “saddle seat” for vestibular activity.
- The net funnel climber allows the children to be imaginative in their play, while the post and deck structure gives them a sense of familiarity.

Depending on the design option chosen, there may be sufficient grant funds remaining to purchase fitness equipment for installation at Harris Park. The fitness equipment options are shown on page 7 and 8 of the design options information.

Subcommittee Review

None.

Fiscal Impact

None.

Public Contact

Posting of the Parks and Recreation Commission agenda.

Recommendation for Action

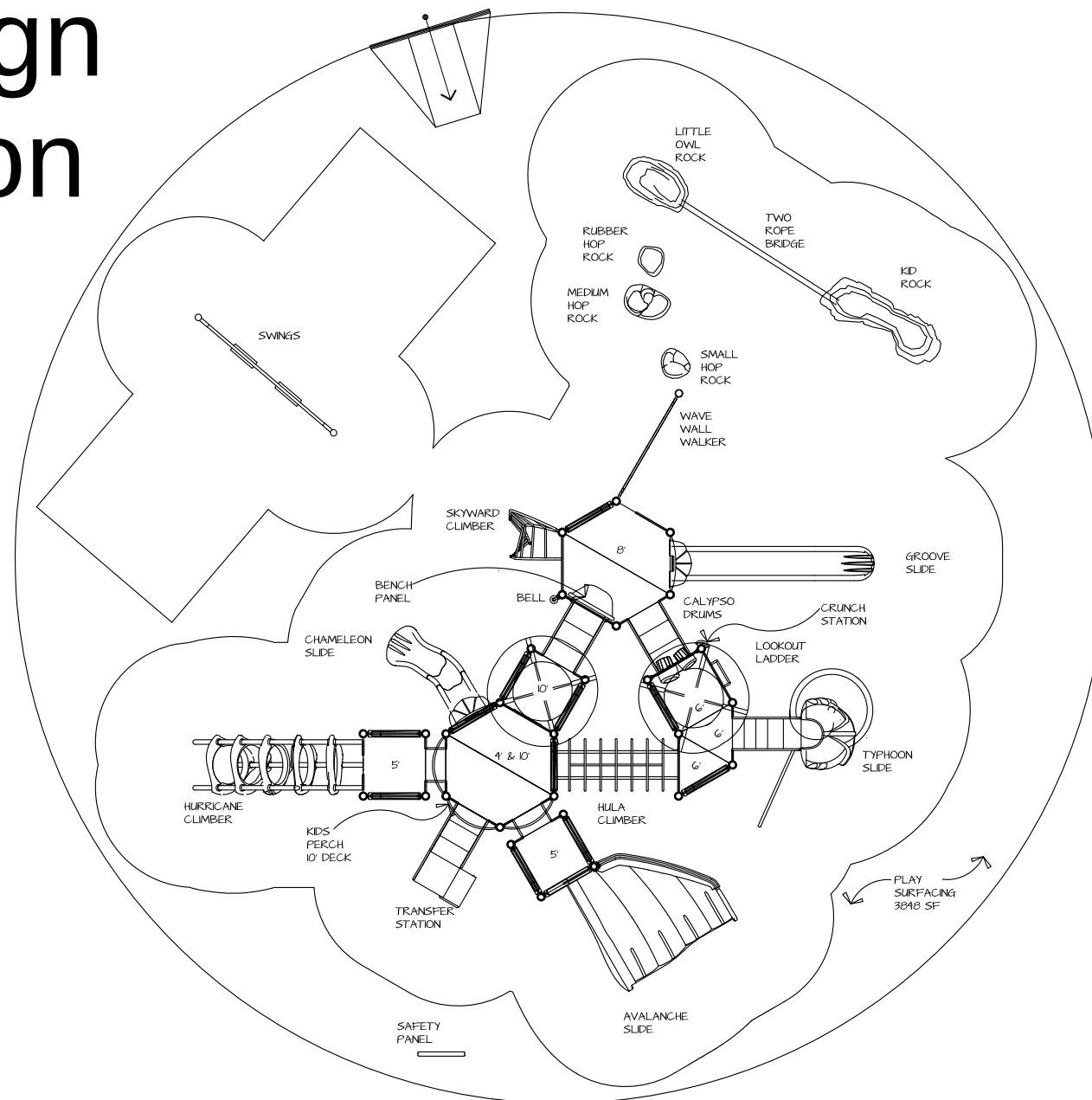
Staff recommends that the Parks and Recreation Commission provide staff with feedback on the three play structure designs.

Prepared by: Dan Sokolow, Senior Planner

Christine Engel
Community Services Director

Attachments:
Play Structure Designs

Design Option #1



ALL DRAWINGS ARE SUBJECT TO CHANGE AND SHOULD BE REVIEWED BEFORE FINAL SALE. ALL SITE DIMENSIONS WILL NEED TO BE VERIFIED PRIOR TO SALE AND INSTALLATION.

LINEAR FEET: N/A

CRITICAL FALL HEIGHT: N/A

16_0018_Harris_002

SITE AREA: 3,848 SF

SCALE: 3/32"=1'-0"

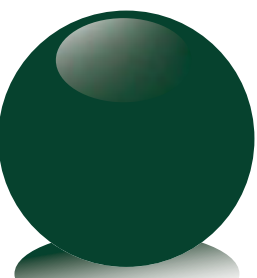
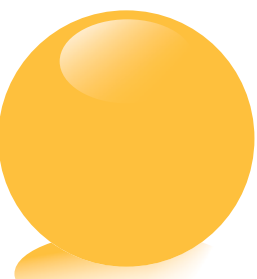
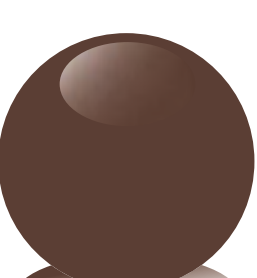
DRAWN BY: DT

DATE: 6-20-17

Ralph Harris Park
Woodland, CA.



Colors Used In Rendering

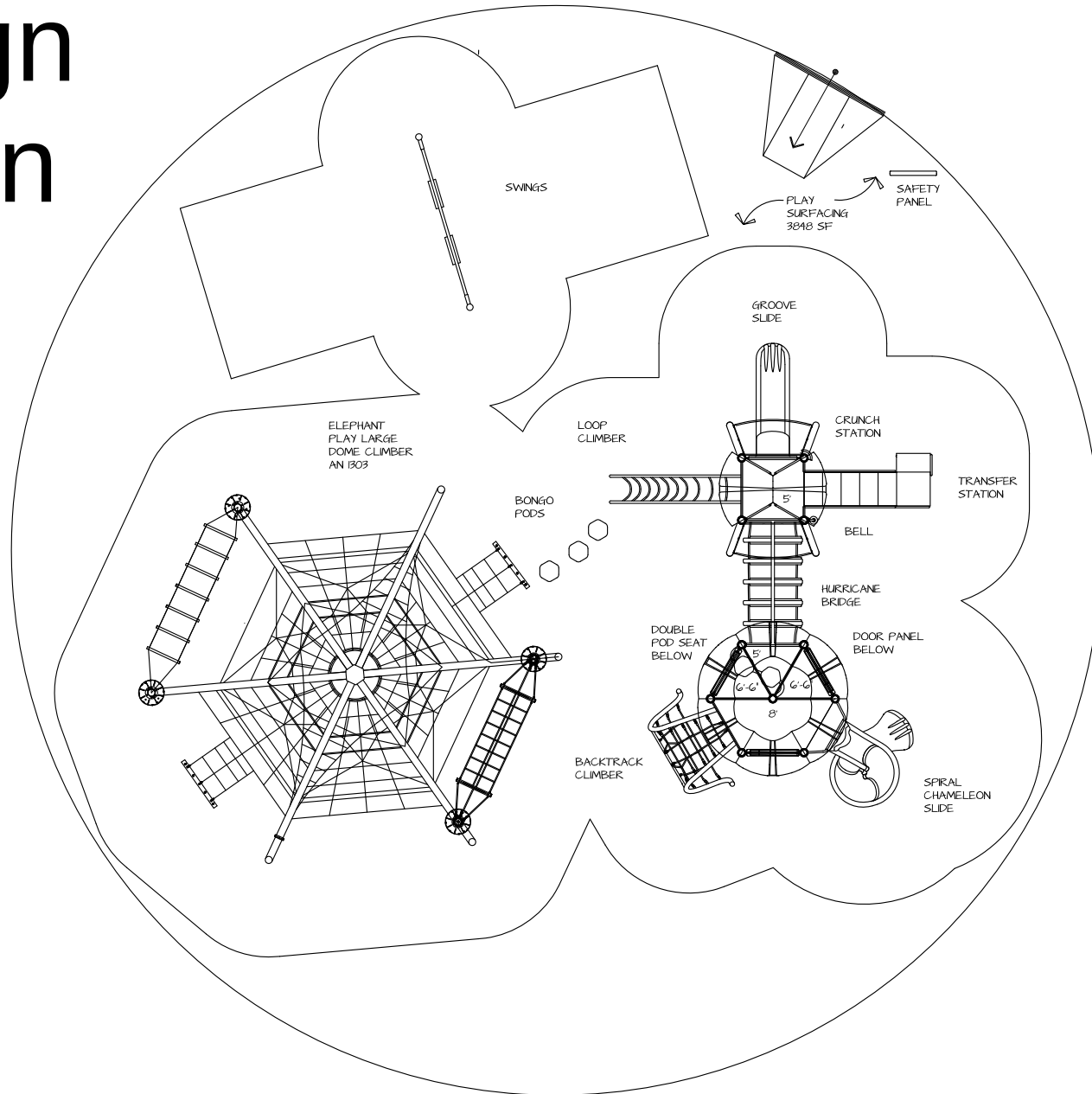
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-  Tropical Yellow
-  Dark Brown



Ralph Harris Park
Woodland, CA.
6/20/17

Design Option #1

Design Option #2



ALL DRAWINGS ARE SUBJECT TO CHANGE AND SHOULD BE REVIEWED BEFORE FINAL SALE. ALL SITE DIMENSIONS WILL NEED TO BE VERIFIED PRIOR TO SALE AND INSTALLATION.

LINEAR FEET: N/A

CRITICAL FALL HEIGHT: N/A

16_0018_Harris_007

SITE AREA: 3,848 SF

SCALE: 3/32"=1'-0"

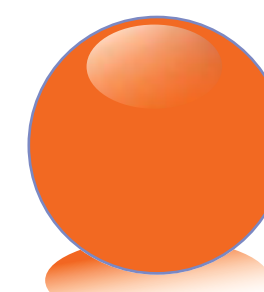
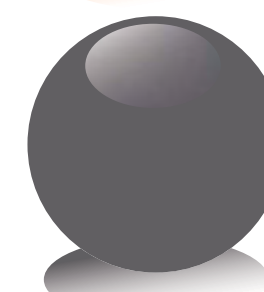
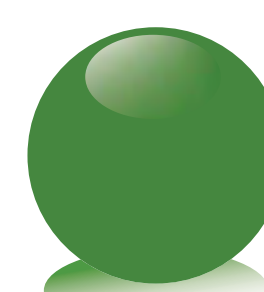
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DATE: 7-11-17

Ralph Harris Park
Woodland, CA.



Colors Used In Rendering

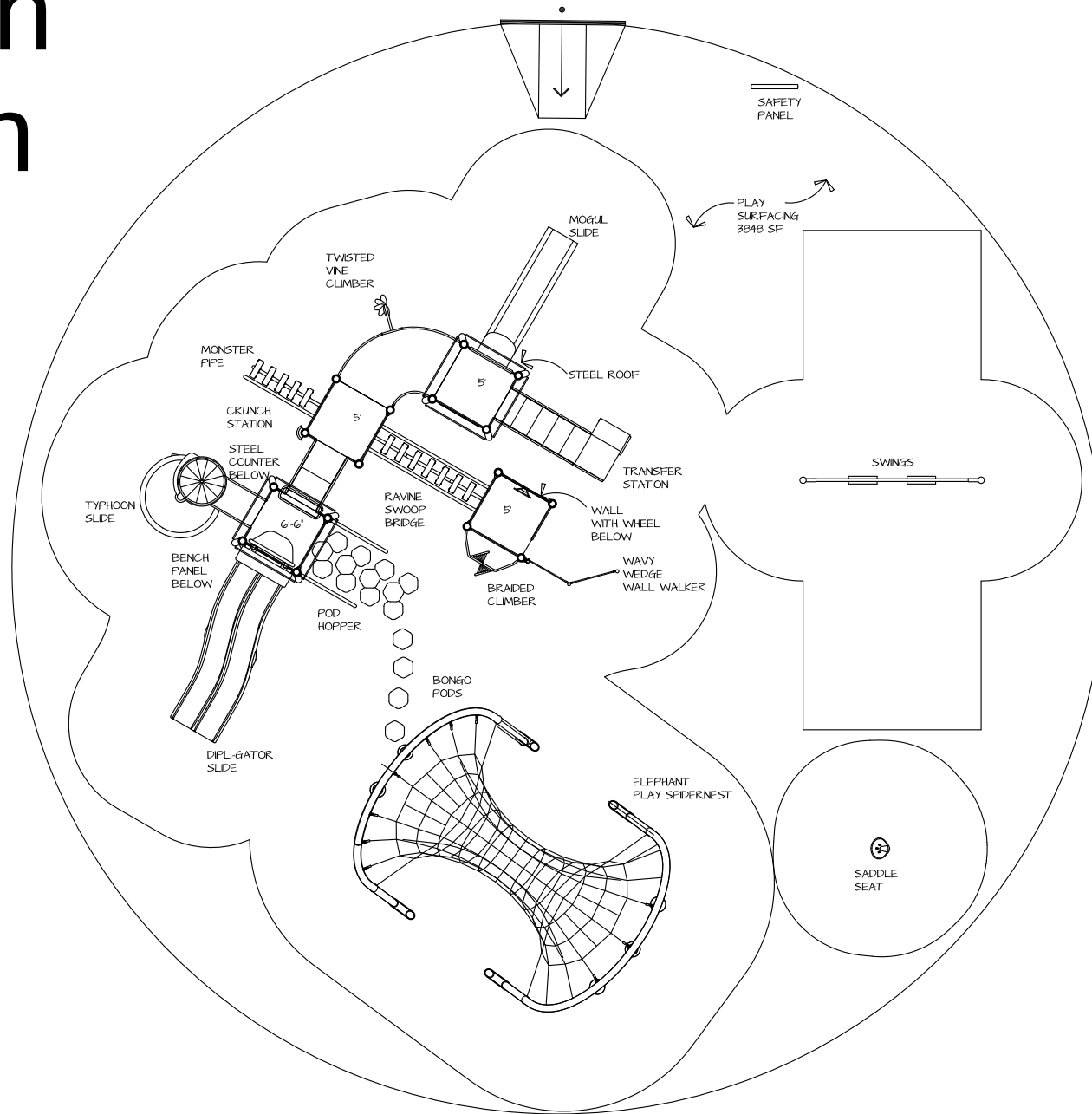
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-  Metallic Grey
-  Green



Ralph Harris Park
Woodland, CA.
7/11/17

Design Option #2

Design Option #3



ALL DRAWINGS ARE SUBJECT TO CHANGE AND SHOULD BE REVIEWED BEFORE FINAL SALE. ALL SITE DIMENSIONS WILL NEED TO BE VERIFIED PRIOR TO SALE AND INSTALLATION.

LINEAR FEET: N/A

CRITICAL FALL HEIGHT: N/A

16_0018_Harris_008

SITE AREA: 3,848 SF

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DRAWN BY: DT

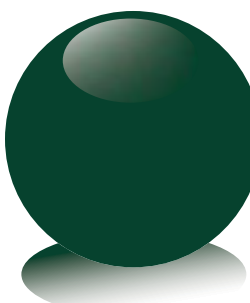
DATE: 7-11-17

Ralph Harris Park

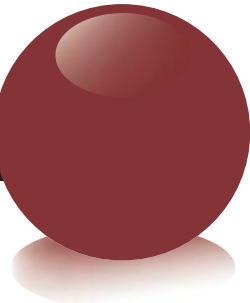
Woodland, CA.



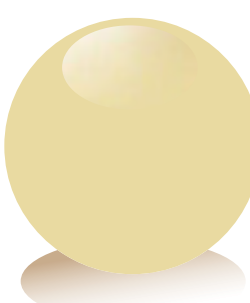
Colors Used In Rendering



Forest Green



Brown

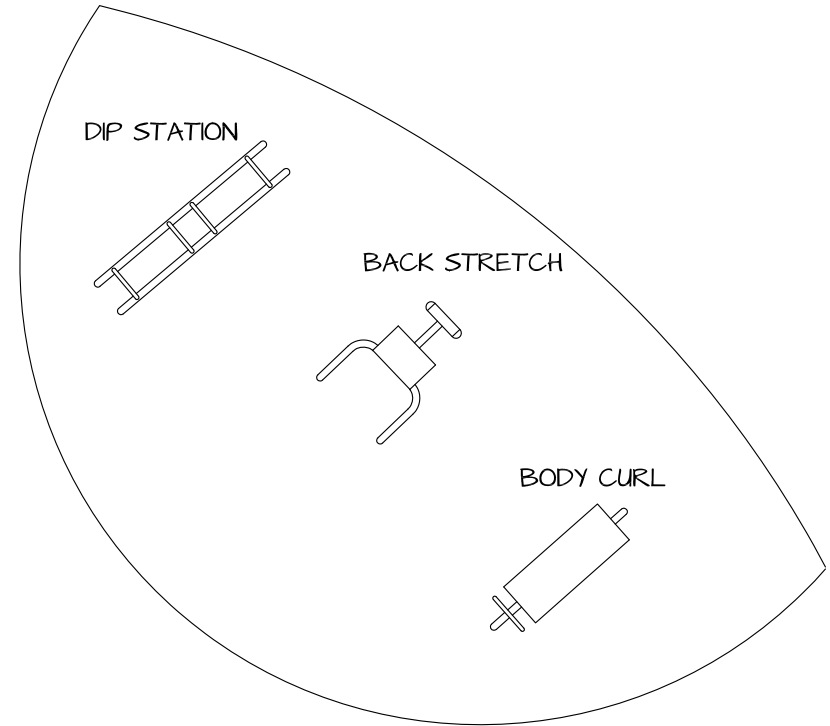
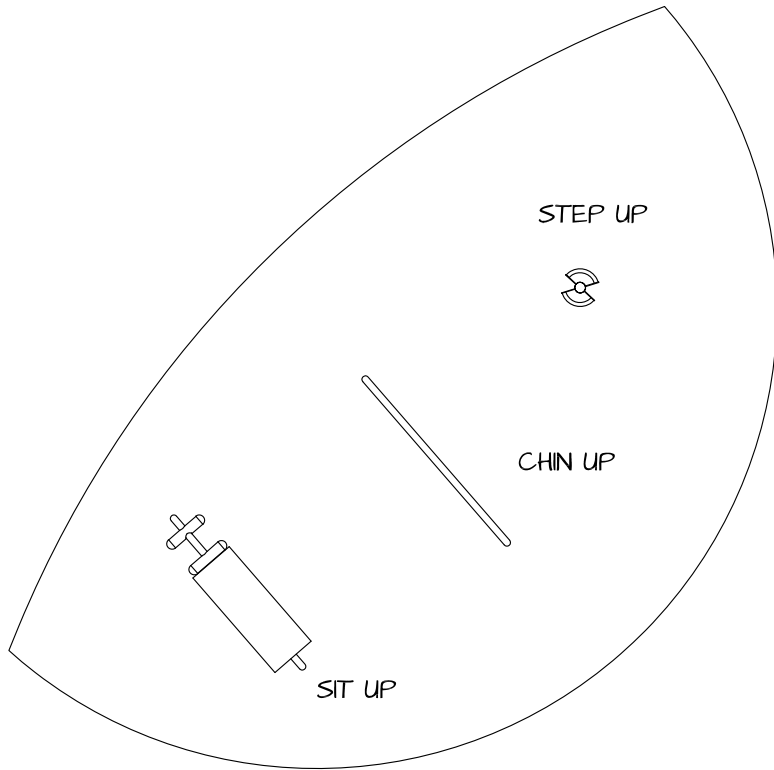


Beige

Ralph Harris Park
Woodland, CA.
7/11/17

Design Option #3





ALL DRAWINGS ARE SUBJECT TO CHANGE AND SHOULD BE REVIEWED BEFORE FINAL SALE. ALL SITE DIMENSIONS WILL NEED TO BE VERIFIED PRIOR TO SALE AND INSTALLATION.

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16_0018_Harris_006		DRAWN BY:	DT
		DATE:	6-20-17

Ralph Harris Park- Fitness
Woodland, CA.



Step Up



Chin Up



Sit Up



Hyper-extension



Dip Station



Body Curl



Legislation Details (With Text)

File #: 17-055 Version: 1 Name:

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

File created: 7/19/2017 In control: Parks & Recreation Commission

On agenda: 7/24/2017 Final action:

Title: CSD Quarterly Report July 2017

Sponsors:

Indexes:

Code sections:

Attachments: 1. 4th Quarter 17

Date	Ver.	Action By	Action	Result
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CSD Quarterly Report July 2017

Community Services Department Quarterly Report: April-June 2017

The following provides a summary of the Community Service Department's programs, activities, and events for April-June 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 (in most cases three months).*

Quarterly Highlights

- The Boxing Center opened at the Community & Senior Center on May 1, and had 250 registered participants for the months of May and June.
- The Commit2Fit Campaign registered 328 participants in May with the 31-Day Fitness Challenge. There were 71 fitness classes/events offered by 14 C2Fit Partners.
- Approximately 2,137 people attended events at the Community & Senior Center during facility rentals.
- Over 1,300 people participated in events such as César Chávez Celebration, Commit2Fit, and 6th Grade Graduation Party.
- Approximately 16,368 participant hours were recorded for aquatics; and youth, teen and adult recreation classes.
- Approximately 14,328 participant hours were recorded for senior programs and senior events.

Administration

Hiddleson Demolition and Park Reuse Project: During this reporting period, the City Council approved initiating the bid process for demolishing Hiddleson Pool. In June, the City posted the project for formal bids. Demolition of the facility should commence this year. Staff is still considering options for park replacement, which is contingent upon budget and based on cost for demolition.

Parks and Recreation Facilities Needs Subcommittee: In April the Parks & Recreation Commission appointed two commissioners (Salinas and White-Snyder) to participate on a parks and recreation facilities subcommittee along with two council members (Davies and Rodriguez). The subcommittee is charged with identifying the current and future recreation facilities needs and will bring a recommendation forward to the Parks & Recreation Commission and then City Council. The subcommittee has met with user groups for soccer, baseball, girls fast-pitch, senior softball, and members of the skate park and tennis communities.

Handicap Parking Needs Subcommittee: In April the Parks & Recreation Commission and Commission on Aging each appointed two members of their commissions to serve on a Handicap Parking Needs subcommittee (for the Community & Senior Center). To date the subcommittee has met to discuss handicap parking needs and possible solutions, as well as prepared and distributed a handicap parking needs survey. The subcommittee will present a

recommendation on handicap parking needs and solutions to the Commission on Aging and then to the City Council.

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.

- School Flyers: One school flyer (May 2017) was distributed to WJUSD students to promote summer activities and programs. 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 April, May, and June to promote programs using the Rec2Go van.
- Program Outreach: Staff presented program and event information at service club meetings and school meetings.

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	11	10
Approximate Participants	2,137	570
Total Fees	\$11,972	\$11,502 (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 fourth quarter, the Sports Park was reserved for youth baseball and soccer tournaments. Fees collected are not necessarily for tournaments held during this reporting period.

Tournament Rentals of Sports Park	
Number of Rentals	12
Number of Teams	299
Total Fees Collected	\$50,400

Facility Maintenance Projects

There were several building-related projects during the fourth quarter. The major project was repurposing the youth center to house the boxing program. This work included: assembly of a 20' boxing ring, laying rubber matting, assembling the bag rack, building a cross-beam for double-end bags, and moving the old bag rack from the Yolano Housing Recreation Center to the patio area of the new boxing gym (with assistance from the Parks division). Additionally, other projects included fixing HVAC units and repairing the audio unit in the banquet room.

Parks

Parks and urban forestry projects during the fourth quarter include:

Playground Inspections

Staff completed playground inspections prior to the start of the heavy-use summer season, to which normal wear and tear issues were found. Some issues that were identified include, but are not limited to, loose bolts and worn out parts such as swing chains and bushings. Staff also looked for graffiti and vandalism during these inspections. The features where severe issues were noted were either taken out of service or repairs were completed as they were found. For minor facility issues, parts were ordered and will be installed when they arrive.

Day of Service

The annual Day of Service was held on April 29th. This event was organized in partnership with the Church of Jesus Christ of Latter Day Saints. Participants met at Jack Slaven Park and then dispersed to projects throughout the community. Over 100 volunteers planted 103 trees, cleaned at Gibson House and at Fourth and Hope, and painted the wrought iron fence at the Cemetery.

CalFire Urban Forestry Grant

In May, staff received notification of the award of a Cal Fire Urban and Community Forestry California Climate Investment grant (Cap-and Trade funds). The City originally submitted a concept proposal in December in partnership with the Woodland Tree Foundation and an application in April. The grant, in the amount of \$356,000 plus \$147,000 in matching funds, will support the preparation of an urban forest management plan and the planting of 1,200 trees over the next three years. We are currently awaiting to enter into an agreement with CalFire for the grant.

Legacy Grove

After several years of conceptualizing and planning for a Legacy Grove, the grove officially “opened” during the Arbor Day celebration in March. The Legacy Grove is located at the Woodland Community & Senior Center and it provides an opportunity for the public to honor a person, family, or group by dedicating a tree or bench. To date twelve trees and one bench have been dedicated to individuals by the public.

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.

- Restrooms installed at City, Campbell, and Everman park were completed and opened in April and May.
- Tennis courts at City Park were resurfaced.
- A softball field at City Park was improved by upgrading the infield with a skinned infield and new bases.
- A new tot-lot playground was installed at Everman Park.
- Basketball courts at Campbell and Everman Parks were resurfaced.



Everman Park play structure



City Park tennis courts

Events

Event	Event Date	Total Participants	Participant Hours	Fees Collected
César Chávez Celebration	Apr. 1	500	1,000	Free Program
Commit2Fit	May 1-31	328	3,280	Free Program
6 th Grade Graduation Party*	June 2	515	1,030	Free Program
Total Participants		1,313	5,310	\$0

**Event made possible by Measure J*



6th Grade Grad Party



César Chávez Celebration

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	1,006	448	\$1,727
Woodland Swim Team	n/a	n/a	\$7,080
Private Reservations	250		\$1,155
Total	1,256	448	\$9,962

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. Fees Collected: \$7,080

Private Reservation

The pool is available for private reservations when not in use by City programs or user groups. Three private reservations events at the pool during the fourth quarter. Fees Collected: \$1,155.

Youth & Teen Recreation

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

Youth Recreation Program	Total Participants	Participant Hours	Fees Collected
After School Teen Pack (Measure J)	1,814	3,921	Free Program
Baby & Me	175	175	Free Program
Night Hoops	496	744	Free Program
Rec2Go (Measure J)	3,500	5,225	Free Program
Toddler Time	26	26	\$471
Total	6,011	10,091	\$471

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 three contractors a monthly stipend.

Contractor	Participants	Participant Hours	Total Fees Collected	Total Expenses	Net Revenue
Art with Emily	8	96	\$816	\$571	\$245
AllGood Driving	2	16	\$80	\$56	\$24
Bollywood Mix	4	16	\$144	\$101	\$43
Bootcamp Cond.	3	18	\$90	\$63	\$27
Boxing	250	1,250*	\$3,612	\$7,200	-\$3,588
Country Line Dance	86	144	\$516	\$362	\$154
Cello Tennis Academy	146	863	\$8,225	\$7,402	\$822
Dynamic Dancing	112	787	\$7,469	\$5,151	\$2,318
Impact Hoops	15	450	\$3,200	\$2,240	\$960
Karate	28	224	\$750	\$525	\$225
KidzLoveSoccer	24	107	\$2,465	\$1,747	\$718
LEGO Engineering	33	495	\$5,214	\$3,649	\$1,565
Mad Science	17	255	\$2,407	\$1,685	\$722
Pilates	14	112	\$462	\$323	\$139
Wrestling	25	600	\$1,500	\$1,050	\$450
Stepping Out	24	248	\$950	\$665	\$285
Yoga	37	148	\$705	\$493	\$212
Totals	828	5829	\$38,605	\$33,283	\$5,321
*used last months numbers to estimate participant hours.					

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. Summer softball information will be reported in the next report since the league is currently in play.

Sport	# Teams	Total Participants	Participant Hours	Fees Collected
Basketball (spring league)	20	200	2,000	\$4,640
Basketball (summer league)	8	80	480	\$2,320
Softball (spring league)	47	658	6,580	\$17,540
Volleyball (spring league)	9	72	576	\$2,160
Total	84	1,010	9,636	\$26,660

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 13,776 participant hours during the fourth quarter.

Programs

Programs	Total Participants	Participant Hours	Fees Collected
Art Classes	470	768	\$260
Exercise Classes	3,326	3,678	\$832
Games	1,160	2,208	Free Program
General Programs	2,111	6,070	\$5,025
Education/Resources	302	401	Free Program
Support Groups	198	396	Free Program
Special Programs	196	255	Free Program
Total	7,763	13,776	\$6,117

Events

Events	Date	Total Participants	Participant Hours
SCI Installation Dinner	May 11	101	202
Senior Resource Fair	May 25	320	480
Teens Helping Seniors Spaghetti Feed	June 21	111	111
Total		552	793

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).