



City of Woodland
Meeting Agenda
Parks & Recreation Commission

City Hall
Council Chambers
300 First Street
Woodland, CA 95695

June 24, 2019
6:30 PM

***Please Note:** The numerical order of items on this agenda is for the convenience of reference; items may be taken out of order. No new items shall begin after 8:30 pm unless unanimous consent exists to continue.*

A. CALL TO ORDER

B. ROLL CALL

C. PLEDGE OF ALLEGIANCE

D. COMMUNICATIONS - PUBLIC COMMENT

E. COMMUNICATIONS - COMMISSION/STAFF STATEMENTS AND REQUESTS

F. PRESENTATION

G. NEW BUSINESS

H. COMMITTEE REPORTS

1. Standing Committee Report
 - Facilities Committee
 - Program & Department Evaluation
 - Budget & Finance Committee
 - Urban Forest Committee
 - Volunteerism Committee

I. CONSENT CALENDAR

2. Approve Minutes for May 20, 2019
3. Commission Absent Request

J. OTHER BUSINESS

4. Election of Officers
5. Review and Approve Workplan
6. Statewide Park Development and Community Revitalization Program Grant Application

K. REPORT OF THE STAFF

7. Parks and Recreation Facilities Maintenance and Improvement Project Updates
8. Community Services Staff Report for June 24, 2019.

L. NEXT MEETING

M. ADJOURN

I declare under penalty of perjury that the foregoing Agenda for the Parks and Recreation Commission Regular meeting of the City of Woodland scheduled for June 24, 2019 was posted on June 21, 2019 in the outside display case at 2001 East Street, City Web pages and was available to the public during normal business hours

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 requests 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.



Parks & Recreation Commission

NAME	E-MAIL ADDRESS	Term Expiration
Carla White-Snyder, Vice Chair	whitesnyderc@gmail.com	6/30/2022
Rashid Ali	radali@ucdavis.edu	6/30/2020
Andrew Foraker	Andrew.Foraker@cityofwoodland.org	6/30/2022
Vacant		6/30/2019
Jon-Paul Valcarenghi, Chair	Jon-Paul.Valcarenghi@cityofwoodland.org	6/30/2021

STANDING COMMITTEES

(Max. 2 commissioners)

Facilities Committee

Valcarenghi, **White-Snyder**

Program & Department Evaluation

Ali, Foraker

Ad Hoc Committee

White-Snyder

Budget and Finance Committee

White-Snyder, **Foraker**,

Urban Forest Committee

Valcarenghi, Ali

Volunteerism Committee

Foraker, White-Snyder

Liaisons

Baseball:

Soccer: Swimming: Valcarenghi

Softball: White-Snyder

Tennis:

* 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



TO: THE PARKS & RECREATION COMMISSION
AGENDA: Parks & Recreation Commission
DATE: June 24, 2019
ITEM #: I.2.
SUBJECT: Approve Minutes for May 20, 2019

Recommendation for Action: Staff recommends that the Commission approve Minutes for May 20 2019

Staff Contact:

Cathy Haynie, Administrative Supervisor

Fiscal Impact:

None

Attachments:

1. 5202019 Minutes

City of Woodland

City Hall
Council Chambers
300 First Street
Woodland, CA 95695



Parks & Recreation Commission –

Monday, May 20, 2019

6:30 PM

A. CALL TO ORDER

Meeting called to order at 06:29 PM

B. ROLL CALL

Commission Members Present: Commissioner Andrew Foraker, Chairperson Jon-Paul Valcarenghi, Vice-Chairperson Carla White-Snyder

Absent:

Excused: Commissioner Rashid Ali

C. PLEDGE OF ALLEGIANCE

Pledge of Allegiance led by Andrew Foraker

D. COMMUNICATIONS - PUBLIC COMMENT

None

E. COMMUNICATIONS - COMMISSION/STAFF STATEMENTS AND REQUESTS

None

F. PRESENTATION

None

G. NEW BUSINESS

1. Recommend to City Council Landmark Tree Designations

On a motion by Vice-Chairperson Carla White-Snyder to recommend City Council designate as Local Landmark Trees , two native Valley Oak trees, one located a Lee Middle School, and the other located at Douglass Middle School, American Elm and Cork Oak located on City property, seconded by Commissioner Andrew Foraker and carried unanimously.

Ayes: Commissioner Andrew Foraker, Chairperson Jon-Paul Valcarenghi, Vice-Chairperson Carla White-Snyder

Noes: None

Absent:

2. Recommend to City Council Approval of Re-use of 0.08 acres Park/Turf area at Freeman Park for Parking

On a motion by Vice-Chairperson Carla White-Snyder, to recommend City Council approve the re-use of approximately 7,500 square feet of park/turf area within Freeman Park, between the Well Building and Court Street, for additional parking adjacent to the park for the benefit of park users and for shared use by the guests of the approved Hilton Home2 Suites project; seconded by Commissioner Andrew Foraker and carried unanimously.

Ayes: Commissioner Andrew Foraker, Chairperson Jon-Paul Valcarengghi, Vice-Chairperson Carla White-Snyder

Noes: None

Absent:

H. COMMITTEE REPORTS

3. Standing Committee Report

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

Verbal updates provided by Budget & Finance Committee. No updates at this time for the other Committees

No updates from other Committees.

I. CONSENT CALENDAR

4. Approve Minutes for March 25, 2019

On a motion by Vice-Chairperson Carla White-Snyder to approve Minutes for March 25, 2019 as written, seconded by Commissioner Andrew Foraker and carried unanimously.

Ayes: Commissioner Andrew Foraker, Chairperson Jon-Paul Valcarengghi, Vice-Chairperson Carla White-Snyder

Noes: None

Absent:

5. Commission Absent Request

On a motion by Commissioner Andrew Foraker to approve Commissioner Carla White-Snyder's request to be absent from the July 2019 meeting, seconded by Chairperson Jon-Paul Valcarenghi and carried unanimously, Commission Absent Request

Ayes: Commissioner Andrew Foraker, Chairperson Jon-Paul Valcarenghi, Vice-Chairperson Carla White-Snyder

Noes: None

Absent:

J. OTHER BUSINESS

6. Discuss and Update Work Plan

Commission discussed Work Plan and will finalize the plan in June.

K. REPORT OF THE STAFF

7. Community Services Staff Report for May 20, 2019 and Report for Third Quarter

Verbal updates provided by Staff.

L. NEXT MEETING

June 24, 2019

Agenda Items:

Election of Officers

Discuss and Finalize Work Plan

M. ADJOURN

Meeting adjourned at 07:35 PM.



TO: THE PARKS & RECREATION COMMISSION
AGENDA: Parks & Recreation Commission
DATE: June 24, 2019
ITEM #: I.3.
SUBJECT: Commission Absent Request

Attachments:

1. 2019 Calendar

Parks & Recreation Commission 2019

Election of Officers-May

Approve Work Plan 2019-May

Meeting Council Report-September Meeting

January

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TO: THE PARKS & RECREATION COMMISSION
AGENDA: Parks & Recreation Commission
DATE: June 24, 2019
ITEM #: J.4.
SUBJECT: Election of Officers

Attachments:

None



TO: THE PARKS & RECREATION COMMISSION

AGENDA: Parks & Recreation Commission

DATE: June 24, 2019

ITEM #: J.5.

SUBJECT: Review and Approve Workplan (Item will be provided at the meeting)

Attachments:

1. FY 19 Work Plan_v_Final

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

	Status
Objective: Partner with community groups and city staff to educate residents on our urban forest and the best ways to maintain our urban canopy. Activities • Work towards a goal of planting 1,200 trees in three years. • Attend meetings with community groups and city staff • Review and comment on drafts of the urban forest master plan • Review policies as needed <i>Lead Committee: Urban Forest</i>	

2. 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 • Ensure Current Parks in the community are well maintained by contractors and walk the parks with staff • Prioritize existing unfunded projects, including those of the proposed Sports Park Expansion <i>Lead Committee: Facilities Committee</i>	

FY18 Parks & Recreation Commission Annual Work Plan

3. 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 ● Receive budget briefing from staff at least quarterly. ● Committee members and staff will jointly provide quarterly budget reports to the Commission ● Create a work plan for market downturn (recession) <i>Lead Committee: Budget and Finance</i>	

4. 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. ● Assist with a project on the site of the proposed ExPlorit Center <i>Lead Committee: Volunteerism Committee</i>	

5. 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. ● Evaluate the usefulness and create a broad, community wide survey that evaluates Woodland resident's use and opinion of current programs offered by the department. ● Create a generic after class/activity survey to be distributed to participants. <i>Lead Committee: Program & Department Evaluation</i>	



TO: THE PARKS & RECREATION COMMISSION
AGENDA: Parks & Recreation Commission
DATE: June 24, 2019
ITEM #: J.6.
SUBJECT: Recommend that the City Council approve the application for Statewide Park Development and Community Revitalization Program Grant Funds.

Recommendation for Action:

Staff recommends that the Parks and Recreation Commission recommends that the City Council approve the application for Statewide Park Development and Community Revitalization Program Grant Funds.

Staff Contact:

Jordan Power, Management Analyst, (530) 661-5885, jordan.power@cityofwoodland.org

Fiscal Impact:

The Statewide Park Development and Community Revitalization Program Grant (SPP) does not require matching funds. The primary fiscal impact for the City of Woodland will be in staff time, which staff recommends identifying as in-kind funds. In addition, the new recreation structures and landscaping will require on-going maintenance. The proposed project will be in operation for a minimum of 30-years after development. These costs will result in a minimal impact to the General Fund Parks Maintenance budget.

Background:

The Parks and Water Bond Act of 2018 (Proposition 68) provides funding for the California Department of Parks and Recreation's competitive Statewide Park Program (SPP), among other programs. The SPP aims to create new parks and new recreation opportunities in critically under-served communities across California. City staff have attended technical assistance meetings, carefully reviewed project requirements, and evaluated the competitiveness of several projects.

Staff reviewed the Departments annual parks and recreation facilities maintenance and improvements needs table which identifies a list of projects needed for all parks and recreation facilities. A key goal of the grant is to create new park space (i.e. not to replace existing equipment or amenities that are in need of replacement). Of the projects on the list that met the grant criteria, three potential projects rose to the top of the list to be considered for the grant: 1) Hiddleson Park expansion, 2) Heritage Plaza expansion, and 3) new pool at Pioneer High School. The latter two were later eliminated from further consideration as they lacked sufficient design and public input to meet the grant requirement to complete the project and have it operable by March 2022. After deliberation across City departments, staff plan to submit an application for the expansion of Gracie Hiddleson Park. The application for this competitive grant is due on August 5, 2019 with a total of \$254,942,000 available statewide. If awarded the grant, the project will be completed and open to the public by March 2022.

The project site was once home to Hiddleson Pool, which operated in Woodland for 60-years until 2008. The pool was demolished in 2017 after an assessment found it cost-prohibitive to reopen the pool. In 2018, the adjacent Southland Park was renamed Gracie Hiddleson Park in remembrance of the impact both the pool and Gracie Hiddleson herself had on the community. The site is currently an empty lot at approximately 0.8-acres.

Discussion:

Community input has been prioritized in the development of the design for this project. A community meeting

was held in 2017, which sought feedback on several proposed designs for the project site. A consensus on the design was not reached and funding had not been allocated to support the magnitude of projects requested by the public. The main takeaway was that residents were interested in a place that encouraged active play for all ages.

In May and June of 2019 staff conducted six additional community meetings and promoted an online survey to gather ideas on the design of the new park area. In these meetings, residents were asked what recreation features they most wanted in the park, where they should be located, and for feedback on park safety and beautification. A broad representation of Woodland residents attended the public meetings and provided feedback including, seniors, families, children, YMCA patrons, and residents that live near the park. Meeting information was also available in Spanish.

Based on public input, the project application would likely include the following features: an outdoor fitness court, a playground for children ages 7-12 with ADA compliant recreation features, a new ADA compliant restroom, native landscaping, tree plantings with a tree dedicated to Gracie Hiddleson, and a public art project. Adding a new playground and fitness court that can be used by youth and adults meets the City's goal of creating additional recreational opportunities for the public. The fitness court is a unique recreational feature that allows individuals to work out using their body weight, as well as completing workouts that they can follow through an app on their phone or tablet. The goal of the playground is to add a feature to the park that is better suited for older children where they can use improve their physical strength and agility with large climbing/hanging features (such as a climbing net or zip line). It should be noted that as staff continues to refine the grant application and cost of the project, including the restroom in the submittal may not be feasible.

The project site is adjacent to Douglass Middle School and the YMCA facility. Staff has held meetings with representatives of both organizations and have identified opportunities for partnership. It is anticipated that students from Douglass Middle School will volunteer during the development of the expanded park site. Additionally, it is anticipated that classes and athletic teams will use the fitness court for physical fitness classes and training. The YMCA anticipates using the playground for their day camp programs as well as using the fitness court for exercise classes through their Fitness and Wellness Center.

Staff plan to seek council approval for a resolution to apply for the grant on July 2, 2019.

Conclusion:

Staff recommends that the Parks and Recreation Commission recommends that the City Council approve the application for Statewide Park Development and Community Revitalization Program Grant Funds.

Prepared By: Jordan Power, Management Analyst

Reviewed By: Christine Engel, Community Services Director

Attachments:

None



TO: THE HONORABLE MAYOR AND CITY COUNCIL

AGENDA: Parks & Recreation Commission

DATE: June 24, 2019

ITEM #: K.7.

SUBJECT: Parks and Recreation Facilities Maintenance and Improvement Project Updates

Recommendation for Action: Staff recommends that the Parks & Recreation Commission receive an update on parks and recreation facilities usage, maintenance and identified improvement projects.

Staff Contact: Christine Engel, Community Services Director, (530) 661-2000,
christine.engel@cityofwoodland.org

Fiscal Impact:

Each year, the City budgets approximately \$5.0 million per year to maintain its roughly 150 acres of parks, recreation facilities and landscaping of greenbelts and street medians, funded through a combination of General Fund and various landscaping assessment districts.

In addition, staff has identified approximately \$7.7 million of maintenance and improvement needs at the City's existing parks and recreation facilities. While funding has been provided through grants and approved City budgets over the years to address some maintenance needs, an ongoing funding source to address all of project needs has not been identified.

This proposed action does not result in a fiscal impact as this report only provides an update on maintenance and improvement needs and anticipated expenses.

Background:

The City has approximately 150 acres of developed parks and recreation facilities (see attached map). This report primarily focuses on park and recreation facilities other than the Woodland Sports Park. Seventeen parks in Woodland range in size from 2-10 acres and make-up approximately half of the total park acreage in the City (approximately 86 acres).

The remaining acreage consists of mini-parks, ball/soccer fields, the swim center, and storm water detention basins that also include recreational amenities. While two parks were developed and opened to the public recently (Rick Gonzales Senior Park and Spring Lake Park in 2018), the remaining parks (with the exception of Jack Slaven Park) were constructed well over twenty years ago and primarily include original restrooms and old play structures.

An ongoing funding source for parks and recreation facilities maintenance and replacement projects (outside of the regular maintenance tasks) has not been established. The below table identifies the approved operations and maintenance budgets for parks and recreation facilities. The table also identifies funding for maintaining landscaping where funding is provided by the general fund (as it is included in the L&L budgets).

Table 1. FY 18/19 Parks and Recreation Operations and Maintenance Budgets

Fund	FY 18/19 Budget	Park/Field
General Fund Parks/Fields	\$ 1,565,956	Beamer Park, Camarena Field, City Park, Clark Field, Crawford Park, Douglass Park, Everman Park, Ferns Park, Grace Hiddleston Park, Hannah Campbell Park, Hans Christiansen Park, Harris Park, Heritage Plaza, and Woodside Park
General Fund Landscape (all landscape except L&L)	\$ 230,255	All landscape areas from East Side on 98 to Matmor Road, north to Kentucky, and south to 24A
Gibson Ranch L&L	\$ 804,611	Pioneer Park, Klenhard Field, landscape from Pioneer/Main Street south to Gibson, south side East to 102, and north(east side) to Main Street
General Fund Charles Brooks Community Swim Center	\$ 375,714	50 Meter Pool & Baby Pool
Spring Lake L&L Parks/ Landscaping	\$ 1,508,268	Jack Slaven Park, Rick Gonzales Sr. Park, Spring Lake Park, Landscape from 102 to south side of Gibson, west to HWY 113, (as built-out more will be added).
Spring Lake CFD Sports Park O&M	\$ 484,093	Sports Park
Total	\$ 4,968,898	

Over the years the City has received grant funds that have created the opportunity to complete various maintenance and improvement projects. Some restrooms and play structures have been replaced in recent years through a federal Housing-Related Parks grant program (restrooms at Campbell, Everman, and City Parks and play structures at Harris, City, Crawford, and Everman Parks). These grant funds were also used to create a small fastpitch practice field at City Park and resurface basketball courts at Everman and Campbell Parks. Additionally, through the John & Eunice Davidson Fund new play amenities have been purchased for several parks, facilities have been improved (such as repainting and staining the play structure at Ferns Park), exercise stations have been installed (Woodside and Crawford Parks), and the walking path at Woodside Park has been improved.

On February 19, 2019, the City Council approved funding through the mid-year budget process to allocate \$230,000 for parks and recreation facilities improvement needs (Measure E debt service funds that were not needed). These funds were used on the following projects (*these projects are no longer identified on the attached maintenance and improvement project list*):

- Crawford Park: Lighting Improvements (in progress) – \$53,000
- Charles Brooks Swim Center: ADA Restroom Project (nearing completion) - \$50,000
- Charles Brooks Swim Center: Bleacher Replacement Project Design Work (Summer 2019) - \$30,000
- Jack Slaven Park Water Feature Improvements (nearing completion) - \$50,000

Many of the recreation facilities (baseball/softball/soccer fields) are used by Woodland youth and adults for baseball, softball, and soccer. Below is a summary of the facilities and youth user groups that primarily use each key recreation facility. Table 2, below, identifies historic participation for each user group.

- Woodland Little League
- Camarena Complex (3 fields)

- Buchignani Field (1 field, not City-owned but City leased)
- Cal Ripen – Klenhard Complex (3 fields)
- Babe Ruth - Clark Field (shared with Woodland High School and American Legion)
- Woodland Girls Fastpitch
Harris Field
- City Park (practices)
- Woodland Soccer Club – Woodland Sports Park
- Alliance Soccer Academy (formerly Davis Alliance Soccer Academy) – Woodland Sports Park
- Woodland Tennis Club - City Park Tennis Courts
- Woodland Swim Team – Brooks Community Swim Center (shared with Woodland High School, Pioneer High School, and the City’s recreation swim team Woodland Wreckers)

Table 2. Historic Participation in Youth Sports

League	2017		2018		2019
	Spring	2017 Fall	Spring	Fall	Spring
Woodland Little League	389	130	397	163	403
Cal Ripken	310	83	241	0	247
Babe Ruth	107	43	131	30	72
Fastpitch	187	75	168	54	146
Woodland Soccer Club	251	452	310	402	332
Alliance Soccer Academy	221	202	153	147	141
Totals	1465	985	1400	796	1341

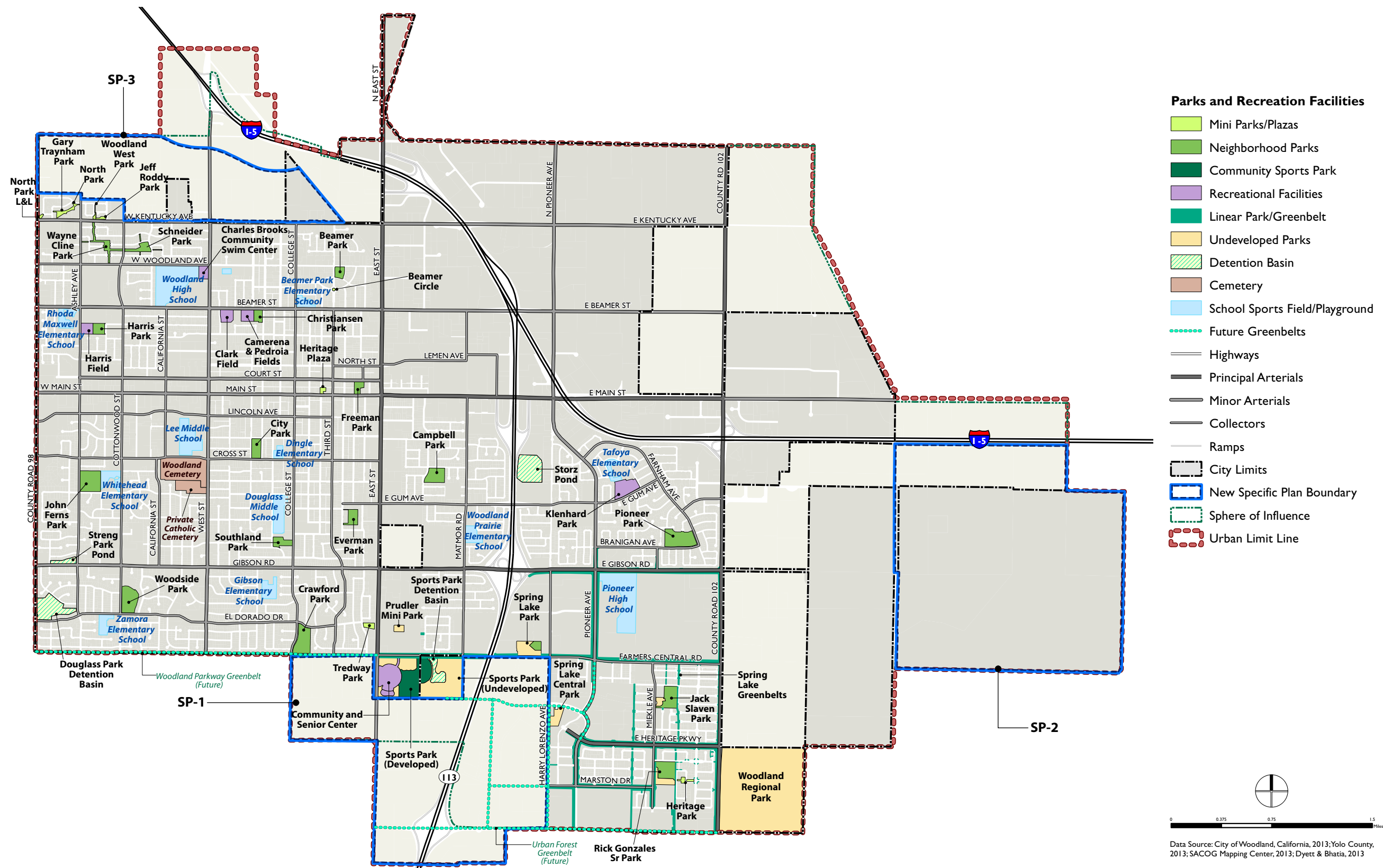
Discussion:

Staff annually updates a list of outstanding maintenance and improvement projects for City parks and recreation facilities. The attached table identifies a list of projects that if completed could cost approximately \$7.7 million. However, it should be noted that the identified project expenses are estimates and would need to be refined as projects are selected to advance (ie bids would need to be received for each project prior to the time it is expected to commence).

Attachments:

1. Parks and Rec Facilities 5-19
2. Park and Rec Facility Summary

FIGURE 5-2: PARKS AND RECREATION FACILITIES



Overview of Parks and Recreation Facilities Maintenance and Improvement Needs

Park Facilities	Addresses	Amenities	Acreage	Fields	User Groups/Spring 2019 Players	Funding Source	Projects	Estimated Project Cost
Beamer Park	810 Hollister Rd.	Tennis/Pickleball Courts, 2 Playgrounds, BBQ, Bleachers	2.3	1 Small Softball Field Open area used for Soccer	Empower Yolo Summer Program	GF	Restroom and Playground Equipment Replacement	\$ 400,000.00
Camarena Field **	202 Beamer St.	Play Ground, Concession Stand, Bleachers	3.7	1 Lighted Full Size Field Baseball Field 1 Full Size Baseball Field 1 Small Baseball Field	Woodland Little League	GF	Bleacher Replacement and New Field Lighting	\$ 375,000.00
City Park	619 Cleveland St.	Tennis Courts, 2 Playgrounds, BBQ	3.9	1 Small Softball Field	Woodland Girlsfast Pitch Softball Woodland Tennis Club CSD Tennis Classes	GF	Tennis Court Light Replacement and Add Shade Structure	\$ 80,000.00
Clark Field *	70 Beamer St.	Concession Stand, Bleacher	3.5	1 Lighted Full Size Baseball Field for 13/over	WHS Woodland Babe Ruth American Legion Roy Hobbs Baseball (adults)	GF	Upgrade Lights (cost unknown), Restroom Replacement, Bleacher Replacement	\$ 600,000.00
Cline Park	223 Teton Pl.		3.8			GF	Playground Equipment Replacement	\$ 150,000.00
Community & Senior Center	2001 East St.	Dog Park	13			GF	Add Lights at Dog Park	\$ 10,000.00
Community Swim Center	155 N. West St.	BBQ,	2.8		Woodland Swim Team WHS PHS Grammar Schools YMCA Aquatic Programs	GF		\$ 265,000.00
Crawford Park	1733 College St.	Volleyball, Skate Park, Horse Shoes, Basketball Court, 1/3 mile Walking/Exercise Course, Tennis Court	8.3			GF	Resurface Tennis Courts and Add Shade Structure	\$ 35,000.00
Douglass Park (Holding Pond)	827 Saratoga Dr.		11.3			GF	Replace Ballfield Backstop and Field Material	\$ 75,000.00
Everman Park	929 Cottage Dr.	Basketball Court, 2 Playgrounds, Horse Shoe, BBQ	3.4			GF	Resurface Picnic Area	\$ 20,000.00
Freeman Park	1001 Main St.	2 Playgrounds, Gazebo	2.3			GF		
Grace Hiddleson Park	1310 College St.	2 Playgrounds, BBQ	4	1 Full Size Soccer Field 1 Small Softball Field	YMCA	GF	Repurpose Old Pool Area, Replace Restroom, and Replace Ballfield Backstop and Field Material	\$ 575,000.00
Hannah Campbell Park	701 Thomas St.	Basketball Court, 2 Playgrounds, BBQ, 1/4 Walking/Exercise Course, Volleyball	5.6			GF		\$ 30,000.00
Hans Christiansen Park	202 Beamer St.	BBQ, Horse Shoes, Volleyball	2			GF		
Harris Field	Ashley Ave.	Bleachers	2.4	1 Full Size Softball Field	Woodland Girlsfast Pitch Softball Woodland Tennis Club CSD Tennis Classes	GF	Restroom Replacement, Bleacher Replacement, and Resurface Parking Lot	\$ 435,000.00

Overview of Parks and Recreation Facilities Maintenance and Improvement Needs

Harris Park	100 Imperial St.	2 Playgrounds, Horse Shoes, Basketball Court	3.1			GF	Lighting Replacement, Restroom Replacement, and Basketball Court Overlay	\$ 335,000.00
Heritage Plaza	Second St. & Main St.		0.7			GF		
John Ferns Park	750 W. Southwood Dr.	Water Feature, 2 Playgrounds, Disc Golf Course, BBQ, Horse Shoes, Volleyball	9.3	Roller Hockey Court		GF	Restroom Replacement, Replace Water Feature, and Resurface Courts	\$ 1,080,000.00
Pioneer Park	1925 Branigan Ave.	2 Playgrounds, Music Play, Basketball Court	10			GF		
Tredway Park	1701 Sixth St.		1.2			GF	Replace Playground Equipment	\$ 135,000.00
Woodside Park	1615 Cottonwood St.	Tennis Courts, 2 Playgrounds, Horse Shoes, Volleyball	8.2			GF	Replace Lighting and Improve Shade Structure	\$ 90,000.00
Gary Traynham Park	313 Redwing Dr.	Play Ground	1.1			L&L		\$ 135,000.00
Jack Slaven Park	1705 Miekle Ave.	Water Feature, 2 Playgrounds, BBQ	8	Open Space use for Soccer program	CSD Soccer Program Movies in the Park & Easter Egg Hunt Bayside Church	L&L	Add Parking Lot	\$ 250,000.00
Jeff Roddy Memorial Park	264 Mallard Dr.	2 Playgrounds, BBQ	0.5			L&L		
Klenhard Park **	1771 East Gum Ave.	2 Playgrounds, Concession Stand, Bleachers	7.2	2 Lighted Full Size Baseball Field 1 Small Baseball Field	Cal Ripken Baseball	L&L		
Rick Gonzales Sr.	2109 Miekle Ave.	Zip Line, Swings, Play Ground, BBQ	7	1 Youth Soccer Field	Woodland United Fellowship Soccer Camp ASA Soccer for make up games	L&L		
Schneider Park	179 Schuler Ranch Dr.		3.2			L&L	Install Pathway Lighting and Resurface Picnic Area	\$ 35,000.00
Spring Lake Park	1904 Shellhammer Dr.		2			L&L		
Streng Park Pond	Gibson & Columbia Dr.		2.5			L&L	Consider Removing Turf	\$ 100,000.00
	Sub-Total							\$ 5,210,000.00
***Woodland Sports Park	2001 East St.	Play Ground, Concession Stand, Bleachers	17.6	4 Soccer/Baseball/Softball Use Fields 1 Soccer only Field.	WSC ASA Tournaments Pioneer High School Woodland High School Lee Middle School Woodland Christian High School Senior Soft Ball League Headfirst Baseball Camp	L&L	Replace Turf (like material - \$3.4 m with added pad)	\$ 2,500,000.00
Woodland West	412 Dove Dr.		0.4			L&L		
	Totals		154.3	18				\$ 7,710,000.00

*City provides \$15,000 annually to Clark Field Committee for Field maintenance.

** City contractor mows turf, user group preps Fields.

***Replacement of Turf with like material \$2.5 million with added pad 3.4 million.

***16 million Sports Park improvements not included in this table.



TO: THE PARKS & RECREATION COMMISSION
AGENDA: Parks & Recreation Commission
DATE: June 24, 2019
ITEM #: K.8.
SUBJECT: Community Services Staff Report for June 24, 2019.

Recommend Action:

Staff recommends that the Parks & Recreation Commission receive the staff report for June 24, 2019.

Staff Contact:

Kris Bain, Community Services Program Manager, (530) 661-2002, krista.bain@cityofwoodland.org

Background:

The staff report covers the period for the Community Services Department since the last Parks & Recreation Commission meeting.

The quarterly status report covers the period of January through March 2019. The report presents a summary of recreation and senior programming, events, affordable housing, the community development block grant entitlement programs, parks and recreation facilities operation and maintenance, and urban forestry. This report also contains a narrative description of major work performed, and/or notable Department highlights.

Conclusion:

Staff recommends that the Parks & Recreation Commission receive the staff report for May 20, 2019 and the Third Quarter Community Services Report.

Attachments:

1. CSD Report 062019
2. Expenses
3. Revenue

Community Services Department Monthly Report

June 2019

PARKS AND RECREATION FACILITIES

Parks and Recreation Facilities Improvement Projects Update: The ADA restroom project at the Charles Brooks Community Swim Center has been completed and the restrooms are now in operation. The modification and improvements being made on the Jack Slaven Park water feature are completed. The water feature is up and running. Beamer Park tennis courts were resurfaced and made available for use on April 26. Staff is in the process of planning the light pole replacement project at Crawford Park.

Cline Park: The rubber surfacing surrounding the playground was re-sealed to extend the life and usability.

Pioneer Park: On May 14, the sand was removed in the turf surrounding the play area of the 2-5 age group playground. The berm that had built up over time had become a tripping hazard. The sprinklers in the area were then brought back to the original grade.

Ferns Park: The water feature was tested and available for use on May 1. Staff is concerned that this feature is nearing the end of its lifespan. The spray hoops of the spray feature are beginning to corrode and leak from the pipes, one of them was bad enough that it had to be shut down for good.

Day of Service: The annual Day of Service was held on May 18. Volunteers met at Ferns Park to receive work assignments, and then later again for lunch hosted by Woodland Kiwanis. Volunteers at Ferns Park sanded the wooden play equipment and cleaned the park. At Beamer Park, volunteers moved 150 yards of mulch under the oak trees. Additionally, 50 yards of mulch was spread at City Park. Volunteers cleaned and pulled weeds in the high lots at the Cemetery.

URBAN FORESTRY

CalFire Grant Tree Planting: The last scheduled tree planting of the season was held at Campbell Park on May 4. The goal was to plant 50 trees; however, there were not enough volunteers to accomplish this task. Staff completed the remaining tree plantings the following week.

Work Orders: Staff continues to assess the types of work orders that are open and schedules work in a manner to reduce the overall total of work orders.

Month	New construction Inspections	Investigations	Planting	Pruning	Pruning-City Contract	Pruning-Maintenance only	Removal Program	Removal Program-City Contract	Hazard Response	Right of Way clearance	Stump Grinding	Cabling and Bolting	Total Work Orders
18-Jul	2	4	21	14	2	19	137	2	3	2	143	2	352
18-Aug/Sept	2	4	21	23	2	17	137	2	4	2	147	5	367
18-Oct	2	5	21	23	2	17	136	2	3	2	129	6	349
18-Nov	2	5	21	23	2	17	136	2	3	2	129	6	349
18-Dec	2	5	21	23	2	17	136	2	3	2	129	6	349
19-Jan	2	5	21	23	2	17	137	2	3	2	129	6	350
19-Feb	2	4	8	24	3	17	134	3	0	1	139	6	332
19-Mar	2	1	8	24	3	18	135	3	1	1	130	6	332
19-April	2	1	8	24	3	18	135	3	1	1	117	6	319
19-May	2	1	8	24	2	18	136	3	1	1	117	6	319
19-June	2	1	8	26	3	18	137	3	2	1	142	6	349

Tree Plantings and Removals: In 2018, 290 trees were planted and 50 trees were removed. For calendar year 2019, 222 trees were planted and 10 trees were removed.

CEMETERY

The Woodland Cemetery had four cremation interments and three full burials during the month of May. These services generated \$3,060 in sales.

COMMUNITY CENTER & SPORTS PARK

Community & Senior Center rentals for May included:

Private Reservations	City-Related Reservations
Yolo County Realtors (5)	NCPOA Annual Luncheon
Yolo County Farm Bureau	Community Service Awards
Vitas Healthcare	Yolo County Office of Emergency Meeting (2)
Quinceanera	
Sutter Peak Charter Academy Graduation	
Inspire Charter School (State Testing K-12) – (3)	
Woodland Soccer Club Meeting	

Woodland Sports Park Tournament Reservations: Woodland Sports Park held 4 (of 4) tournament weekend events in May. Over 80 teams participated in competition for the month. The total revenue captured for these reservations was \$18,900. These tournaments were youth/teen baseball and girls fast-pitch.

Woodland Sports Park Tournament Fees: The Woodland Sports Park is rented to private user groups to conduct youth and adult baseball, softball, and soccer tournaments. One of the more attractive features of the Sports Park for baseball/softball is the ability to have different outfield fence distances due to the mobile fences on four of the fields. The fences are usually set up at 300 feet; if a

user group requests fences to be moved, the Parks staff are responsible for arranging the fences. Often when fence requests come in too late, Parks staff are unable to fulfill those needs due to a lack of staff availability. It is also challenging for Parks staff during certain seasons when programming soccer practices and City softball games that end later in the evening, and the tournament the following morning has a request for a different setup. Staff held a meeting to discuss this protocol and discussed the requests from the tournament users. In order to improve operations, staff will be initiating a non-refundable field preparation fee to the tournament users in order to guarantee fence setup (with 30 days of notice). This fee will be instituted along with a light use fee (tournament users are to pay for their light use hourly, per field) effective January 1, 2020.

Facility maintenance projects for May 2019 include:

- Installed aluminum corner moldings in kitchen.
- Cleaned condenser coils on the commercial refrigerator.
- Installed new high-limit temperature gauge on commercial dishwasher.
- Installed new LED lightbulbs on the boxing patio.
- Conducted maintenance and replaced filters on roof air conditioning units.
- Created cover for bingo podium.

RECREATION ACTIVITIES, EVENTS, AND PROGRAMS

AQUATICS

Pool Scheduling & Reservations: The Woodland Swim Team hosted a long course swim meet May 11, and 17-19 that had approximately 675 athletes in attendance. In addition, Woodland High School, Freeman Elementary, and Maxwell Elementary hosted end of the school year events at the pool totaling 350 students.

Swim Lessons: Spring swim lessons were held May 13-23 to 31 participants in the goldfish, seahorse, and swordfish levels. The lessons brought in \$1,866 in revenue and provided an excellent start on summer swimming for the participants.

GENERAL RECREATION PROGRAMMING

Summertime Fun Club Volunteer Program: The Summertime Fun Club program is supplemented by high-school-aged volunteers who assist camp leaders with daily activities for youth. This year, there are 20 volunteers registered for the program, all of who have been background checked to volunteer with kids. This program provides opportunities for teenagers to gain experience and knowledge working with children so they can ultimately progress into paid positions in upcoming years with the City. This summer, four volunteers from previous years have been hired to work as Activity Leaders within the Summertime Fun Club program.

Teens Helping Seniors: The Teens Helping Seniors program takes groups of teen volunteers out to senior homes and properties to conduct housework or yard work for free. For the fourth and final

consecutive year, Special Program Coordinator Sarah Smith will lead the program. Teens Helping Seniors has 30 volunteers signed up, nine of which have returned from last summer.

MEASURE J PROGRAMMING

After School Teen Pack: On Thursday, May 30 the After School Teen Pack wrapped up another great school year. At Lee Middle School, there were 4,840 student sign-ins during 143 days of programming; just over 33 kids attending per day. This total was almost 700 more sign-ins than last year. At Douglass Middle School, there were 4,903 student sign-ins during 143 days of programming; just over 34 students per day. This total was over 1600 more sign-ins than last year. With the help and support from school staff and faculty, the program continues to grow in both size and creativity.

6th Grade Party: Community Services held the annual Sixth Grade Party on Friday, May 31 at the Community & Senior Center. This semi-formal party celebrated students finishing the sixth grade. This year's event was very successful and highly attended with 594 students in attendance (80% of the sixth grade students in Woodland). During the party students danced with friends, sang along with karaoke, ate pizza and snow cones, and several students won awards such "best actor" or "best director". The school district agreed to support the City in the distribution of tickets to all of the sixth graders in Woodland. In addition, teachers were asked to promote the event by getting the students excited about the event. The class with the highest percentage of students in attendance was Mrs. Thompson's class from Woodland Prairie in which 29 of 30 (96%) students attended the party. The entire class was rewarded with a City-sponsored pizza party during the last week of school for having the best percentage of students attend the Sixth Grade Party. Hosting this event is one way that staff is able to promote the school-year middle school program to incoming seventh graders, as well as summer offerings. The next Measure J event is the Dive-In Movie scheduled on Friday, August 23 at the Community Swim Center.

UPCOMING DATES

July 4: City-wide 4th of July Celebration, various locations throughout Woodland
August 23: Dive-In Movie, Community Swim Center, 7:00 pm

RECREATION SNAPSHOT THRU 5/31/19				
Program	Budget	Expenses & Encumbrances	Balance	% Remaining
General Fund				
Community Services Administration	\$566,385.00	\$442,201.37	\$124,183.63	21.93%
Community & Senior Center	\$1,010,957.00	\$784,852.48	\$226,104.52	22.37%
Brook Swim Center-Recreation	\$167,278.00	\$148,226.72	\$19,051.28	11.39%
General Recreation Programs	\$540,874.00	\$45,716.40	\$495,157.60	91.55%
Subtotal	\$2,285,494.00	\$1,420,996.97	\$864,497.03	37.83%
Enterprise Fund				
Youth Enterprise	\$402,340.50	\$280,660.08	\$121,680.42	30.24%
Subtotal	\$402,340.50	\$280,660.08	\$121,680.42	30.24%
Measure J				
General Recreation Programs	\$608,671.68	\$363,316.69	\$245,354.99	40.31%
Middle School Programs	\$259,523.00	\$170,947.07	\$88,575.93	34.13%
Aquatics	\$270,665.00	\$165,743.79	\$104,921.21	38.76%
Recreation Van	\$102,451.00	\$74,661.17	\$27,789.83	27.12%
Summer Camp	\$211,732.00	\$98,736.32	\$112,995.68	53.37%
Youth Advisory Committee and Academy	\$5,000.00	\$178.59	\$4,821.41	96.43%
Subtotal	\$1,458,042.68	\$873,583.63	\$584,459.05	40.09%
Total Recreation Budget				
	\$4,145,877.18	\$2,575,240.68	\$1,570,636.50	37.88%

8PARKS SNAPSHOT THRU 5/31/19				
Program	Budget	Expenses & Encumbrances	Balance	% Remaining
General Fund				
General Landscape Maintenance	\$224,494.00	\$196,563.09	\$27,930.91	12.44%
Park Maintenance	\$1,507,873.00	\$1,303,433.33	\$204,439.67	13.56%
Hiddleson Maintenance	\$3,782.00	\$294.70	\$3,487.30	92.21%
Charles Brooks Swim Center Maintenance	\$375,714.00	\$349,720.17	\$25,993.83	6.92%
Tree Maintenance	\$396,355.00	\$360,116.25	\$36,238.75	9.14%
Subtotal	\$2,508,218.00	\$2,210,127.54	\$298,090.46	11.88%
Enterprise Fund				
Cemetery Maintenance	\$490,601.00	\$371,757.59	\$118,843.41	24.22%
Subtotal	\$490,601.00	\$371,757.59	\$118,843.41	24.22%
Lighting & Landscape District				
Gibson Ranch	\$744,611.40	\$515,800.23	\$228,811.17	30.73%
Gibson Ranch CIP	\$60,000.00	\$1,338.39	\$58,661.61	97.77%
North Park District	\$34,440.00	\$25,810.67	\$8,629.33	25.06%
Streng Pond Maintenance District	\$34,194.00	\$19,328.34	\$14,865.66	43.47%
Woodland West (Westwood)	\$21,534.00	\$9,312.44	\$12,221.56	56.75%
Springlake	\$1,508,268.66	\$955,407.28	\$552,861.38	36.66%
Community Sports Park Programs	\$484,093.23	\$369,632.67	\$114,460.56	23.64%
Gateway	\$114,928.00	\$58,866.34	\$56,061.66	48.78%
Subtotal	\$3,002,069.29	\$1,955,496.36	\$1,046,572.93	34.86%
Total Park Budget				
	\$6,000,888.29	\$4,537,381.49	\$1,463,506.80	24.39%

RECREATION - REVENUE SNAPSHOT thru 5/31/2019			
Account Title	FY19 Projection	FY19 Revenue to Date	% of Projection
General Fund			
Red Cross Course Fee	\$500.00	\$0.00	0.00%
Msc. Sales	\$1,000.00	\$281.00	28.10%
C. Brooks Swim Center Revenue	\$150,000.00	\$117,121.94	78.08%
Community Senior Center Msc.	\$80,000.00	\$68,248.90	85.31%
Community Fitness Center	\$36,000.00	\$32,510.00	90.31%
Community Sports Park	\$205,000.00	\$193,478.52	94.38%
Subtotal	\$472,500.00	\$411,640.36	87.12%
Enterprise			
Recreation Contract	\$183,000.00	\$105,663.68	57.74%
General Recreation	\$110,000.00	\$68,447.98	62.23%
Senior Programs Revenue	\$10,000.00	\$17,258.65	172.59%
Yolano Recreation Program Income	\$5,000.00	\$11,513.00	230.26%
Adult Recreation & League Programs	\$80,000.00	\$60,950.16	76.19%
Subtotal	\$388,000.00	\$263,833.47	68.00%
Measure J			
Measure J	\$15,000.00	\$15,323.43	102.16%
Subtotal	\$15,000.00	\$15,323.43	102.16%
TOTALS	\$875,500.00	\$690,797.26	79%

PARKS - REVENUE SNAPSHOT thru 5/31/2019			
Account Title	FY19 Projection	FY19 Revenue to Date	% of Projection
General Fund			
Park Revenue	\$101,200.00	\$41,371.00	40.88%
Subtotal	\$101,200.00	\$41,371.00	40.88%
Enterprise Fund			
Cemetery Internment Space	\$16,000.00	\$29,228.00	182.68%
Cemetery Services	\$44,000.00	\$34,515.00	78.44%
Cemetery Products	\$30,000.00	\$24,544.00	81.81%
Endowment Care Fee	\$9,000.00	\$12,730.00	141.44%
Subtotal	\$99,000.00	\$101,017.00	102.04%
Lighting & Landscape District			
Gibson Ranch Park Revenue	\$15,000.00	\$10,622.00	70.81%
Springlake Park Revenue	\$10,000.00	\$11,865.00	118.65%
Subtotal	\$25,000.00	\$22,487.00	89.95%
TOTALS	\$225,200.00	\$164,875.00	73%