



City of Woodland
Meeting Agenda
Parks & Recreation Commission

City Hall
Council Chambers
300 First Street
Woodland, CA 95695

January 27, 2020
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

1. Junior Tennis Fund Grant

G. NEW BUSINESS

H. COMMITTEE REPORTS

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

I. CONSENT CALENDAR

3. Approve Minutes for November 18, 2019

J. OTHER BUSINESS

4. Commission Absent Request

K. REPORT OF THE STAFF

5. Community Services Staff Report for January 27, 2020
6. Community Services Department Quarterly Status Report for the period of October through December 2019

L. NEXT MEETING

7. February 24, 2020

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 **January 27, 2020** was posted on **January 23, 2020** 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.



TO: THE PARKS & RECREATION COMMISSION
AGENDA: Parks & Recreation Commission
DATE: January 27, 2020
ITEM #: F.1.
SUBJECT: Junior Tennis Fund Grant

Attachments:

None



TO: THE PARKS & RECREATION COMMISSION
AGENDA: Parks & Recreation Commission
DATE: January 27, 2020
ITEM #: H.2.
SUBJECT: Standing Committee Report

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

Attachments:

1. P&R Nov 2019
2. 112019 PRC Roster

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

Commissioners	7/2019	9/2019	10/2019	11/2019	1/2020	2/2020	3/2020	4/2020	5/2020	6/2020
Jon-Paul Valcarenghi										
Carla White-Snyder	Excused	Excused								
Magalean Martin		Excused								
Andrew Foraker			Un-excused							
Rashid Ali										
Quorum	Cancelled									

Requested:

July –
September –
October-
November-
January-
February-
March-
May
April –
May-
June-

Notes:



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
Magalean Martin	Magalean.martin@cityofwoodland.org	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

Martin, **Foraker**,

Urban Forest Committee

Valcarenghi, Ali

Volunteerism Committee

Martin, 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: January 27, 2020
ITEM #: I.3.
SUBJECT: Approve Minutes for November 18, 2019

Recommendation for Action: Staff recommends that the Commission approve Minutes for November 18, 2019, 2019

Staff Contact:

Cathy Haynie, Administrative Supervisor 530-661-2010

Fiscal Impact:

None

Attachments:

1. 11182019

City of Woodland

City Hall
Council Chambers
300 First Street
Woodland, CA 95695



Parks & Recreation Commission –

Monday, November 18, 2019

6:30 PM

A. CALL TO ORDER

Meeting called to order at 06:29 PM

B. ROLL CALL

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

Absent:

Excused:

C. PLEDGE OF ALLEGIANCE

Pledge of Allegiance

D. COMMUNICATIONS - PUBLIC COMMENT

None

E. COMMUNICATIONS - COMMISSION/STAFF STATEMENTS AND REQUESTS

None

F. PRESENTATION

None

G. NEW BUSINESS

Nonw

H. COMMITTEE REPORTS

Commissioner Martin will lead the Volunteer Committee, Commissioner Martin to replace Commissioner White-Snyder on the Budget Committee, Commissioner White-Snyder to repace Commissioner Foraker on the Volunteer Committee.

Adopted

1. Standing Committee Report

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

I. CONSENT CALENDAR

2. Approve Minutes for October 28, 2019

Adopted Minutes for October 28, 2019 with corrections.

J. OTHER BUSINESS

3. Commission Absent Request

On a motion by Commissioner Jon-Paul Valcarenghi, seconded by Commissioner Andrew Foraker to approve Commissioner Jon-Paul Valcarenghi's Absent Request for the January meeting. Carried unanimously,

Ayes: Commissioner Rashid Ali, Commissioner Andrew Foraker, Chairperson Jon-Paul Valcarenghi, Vice-Chairperson Carla White-Snyder, Commissioner Magalean Martin

Noes: None

Absent:

4. Review and Approve Workplan

On a motion by Commissioner Jon-Paul Valcarenghi to approve Workpan, seconded by Commissioner Magalean Martin and carried unanimously, Review and Approve Workplan

Ayes: Commissioner Rashid Ali, Commissioner Andrew Foraker, Chairperson Jon-Paul Valcarenghi, Vice-Chairperson Carla White-Snyder, Commissioner Magalean Martin

Noes: None

Absent:

K. REPORT OF THE STAFF

5. Community Services Staff Report for November 18, 2019.

Verbal updates provided by Commission Members/Staff.

L. NEXT MEETING

January 27, 2020

M. ADJOURN

Meeting adjourned at 07:22 PM.

On a motion by Commissioner Foraker, seconded by Commissioner Magalean Martin, and carried unanimously,

Ayes: Commissioner Rashid Ali, Commissioner Andrew Foraker, Chairperson Jon-Paul Valcarenghi, Vice-Chairperson Carla White-Snyder, Commissioner Magalean Martin

Noes: None

Absent:

Parks & Recreation Commission 2020

Election of Officers-May

Approve Work Plan 2020-May

Meeting Council Report-September Meeting

January

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June

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September

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October

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November

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December

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TO: THE PARKS & RECREATION COMMISSION
AGENDA: Parks & Recreation Commission
DATE: January 27, 2020
ITEM #: K.5.
SUBJECT: Community Services Staff Report for January 27, 2020

Recommend Action:

Staff recommends that the Parks & Recreation Commission receive the staff report for January 27, 2020.

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.

Attachments:

1. CSD Report 012720
2. Expenditure Report January 2020
3. Revenue Report January 2020

Community Services Department Monthly Report

January 2020

Parks & Recreation Facilities

CEMETERY

The Woodland Cemetery had seven cremation interments and two full burials since the last meeting. These services generated \$15,108 in sales.

Recently Parks' staff assisted cemetery staff to repair the backhoe's bucket. This major welding project saved the cemetery a substantial amount of money since the repairs were completed under \$300.

COMMUNITY & SENIOR CENTER

Community & Senior Center rentals for since the last report

Private Reservations	City-Related Reservations
Food 4 Less Christmas Holiday Party	Yolo County Public Outreach Meeting
Yolo County Board of Realtors (2)	Sustainability Advisory Committee Meeting - PW
Hygieia Bio Lab Holiday Party	Regional Transportation Funding - CDD
WPOA Holiday Party	Capitol to Communities: Legislative Impact Session - WPD
Edward Jones Client Holiday Party	Yolo County Census Presentation

PLAYER FEES/USER GROUPS

Youth organizations use city-owned fields for practices and games for soccer, baseball, and softball. Youth sports that used City of Woodland fields reported 1,084 youth players during the fall season of 2019 (381 baseball players and 703 soccer players). Historically, "Player Fees" have been charged to each organization to cover the cost for use of the field for practices. With the passage of Measure J, the "Player Fees" for Woodland residents have been waived for all youth organizations saving the organizations \$17,360 during the fall season. Those participating with youth organizations who do not reside within city limits are deemed non-residents and pay \$40 per player per season.

PROJECTS

Play Structure Project Update: Staff have finalized the contract for the play equipment replacement. The equipment will be delivered on January 27; staff is working with the contractor to start the demolition and replacement of equipment at Beamer, Pioneer, and Tredway Parks. Beamer Park's playground will be replaced first due to access and surrounding hardscape. This will allow the contractor to begin the project even if the weather is poor.

Projects completed since the last report

Park/Recreation Facility	Projects Completed
Beamer Park	Installed new benches in shade provided by tree
Community & Senior Center	Resurfacing of floors in C Court, banquet rooms, and gymnasium LED lighting installed in parking lot Maintenance performed on the boxing center's ring and equipment
Clark Field	Restrooms deep cleaned and painted
Dog Park	Staff removed the sod/dirt near the drinking fountain Installed base rock
Everman Park	Replaced wooden tables with concrete tables
I-5 Sound Wall/Green Belt	Removal of trash
Klenhard Field	Restrooms painted Installed lighting covers
Spring Lake Park	Added 4 new dog waste stations

URBAN FORESTRY

Work Orders: Staff continues to assess different categories of work orders still in need of completion. We are working to develop a streamlined process for scheduling work orders that allows the Urban Forestry Group flexibility in reorganizing their workload when the City experiences inclement weather requiring hazard responses.

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
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
19-July	3	1	8	26	2	25	138	2	7	2	83	6	306
19-Aug/Sept	3	1	8	16	2	13	136	2	2	2	83	6	274
19-Oct	4	1	8	12	2	15	133	2	1	2	90	4	275
19-Nov	3	0	13	15	0	26	127	0	3	4	96	0	287
20-Nov/Dec	0	0	37	19	0	18	18	0	0	2	116	0	216
Total completed	241												

Tree Plantings and Removals: In 2019, staff and volunteers planted 236 trees and 50 trees were removed. For calendar year 2020, 0 trees were planted and 38 trees were removed. (There is a public tree planting scheduled March 7 to celebrate California Arbor Week.)

Recreation Activities, Events, and Programs

GENERAL RECREATION PROGRAMMING

Dr. Martin Luther King Jr. Celebration Event: The City of Woodland celebrated civil rights leader, Dr. Martin Luther King Jr.'s on Wednesday, January 15. Over 75 attended the event at Heritage Plaza. Speakers for the event included: Mayor Rich Lansburgh; Yolo County Board of Supervisor, Gary Sandy; Yolo County Office of Education Superintendent of Schools, Garth Lewis; and from 2nd Baptist Church, Dr. John Jackson. The event also included youth essay writing contest in which students were asked to re-write Dr. King's "I Have a Dream" speech in their own words. Six essays were selected as winners and four finalists were invited to speak at the event.



Featured in photo (left to right): Mayor Rich Lansburgh, Olivia Bruns, Sofia Bruns, Kimberly Moreno, Younique Wethington, and County Supervisor Gary Sandy.

Parent's Night Out: On Friday, December 13, 'Parents Night Out' was hosted at the Community & Senior Center for children Kindergarten through sixth grade. This activity provided parents a few hours to themselves. Twenty-three kids from ages 4 to 12 participated in the event that included active games, crafts, pizza and snack, and a movie.

Country Western Line Dancing: Each month the Country Western Line Dance program holds a Country Western Line Dance Party. December's event was the biggest party on record. There were 39 dancers in attendance for a Friday night dance party and potluck. The program has been a CSD program since, 2010 and is run by instructor Judy Bechthold.

Woodland Boxing Club: During December the Woodland Boxing Club brought in \$571 in revenue which represents 42 registrants and 177 actual boxing gym check-ins. Staff is preparing to renew the annual membership with USA Boxing. During the holiday break, maintenance staff spent time

tightening up the ring, and repairing various equipment around the gym. Upcoming events for boxing include the annual awards ceremony on February 13 and a sparring event on March 21.

New Recreation Class: A new recreation course offering is available for adults. This course includes a variety of Tai Chi and Qi Gong movements and routines suitable for both beginners and experienced class members. It can be done standing or sitting in a chair. Tai Chi and Qi Gong use specific external movements to stimulate and enhance internal energy circulations, and as a result, the body's defense systems are strengthened. The class fee will be \$5 and the dates and times are TBD.

AQUATICS

Lap Swim and Water Aerobics: City aquatic programs were closed for December 21-31 and re-opened on January 1. Participants of the program were encouraged to attend the program on January 1 for the annual sale in which the passes were sold for 50% off the regular price including the monthly passes and the 10 visit passes. The revenue was \$2,922 for the one-day sale.

UPCOMING DATES

February 7: Valentine's Day Cookie Decorating, Community & Senior Center, 4:30-7:30 pm

February 28: Bridal Show & Event Faire, Community & Senior Center, 11:00 am-3:00 pm

March 7: Arbor Day, TBD

March 13: REXPO, Community & Senior Center, 4:00-7:00 pm

RECREATION SNAPSHOT THRU 12/31/19				
Program	Budget	Expenses & Encumbrances	Balance	% Remaining
General Fund				
Community Services Administration	\$591,186.00	\$248,777.47	\$342,408.53	57.92%
Community & Senior Center	\$1,006,845.00	\$428,230.00	\$578,615.00	57.47%
Brook Swim Center-Recreation	\$165,433.00	\$80,850.91	\$84,582.09	51.13%
General Recreation Programs	\$529,681.00	\$240,741.94	\$288,939.06	54.55%
Subtotal	\$2,293,145.00	\$998,600.32	\$1,294,544.68	56.45%
Enterprise Fund				
Youth Enterprise	\$436,083.60	\$275,420.20	\$160,663.40	36.84%
Subtotal	\$436,083.60	\$275,420.20	\$160,663.40	36.84%
Measure J				
General Recreation Programs	\$576,364.88	\$190,014.85	\$386,350.03	67.03%
Middle School Programs	\$225,800.00	\$85,394.08	\$140,405.92	62.18%
Aquatics	\$270,803.09	\$122,432.57	\$148,370.52	54.79%
Recreation Van	\$102,745.09	\$47,915.89	\$54,829.20	53.36%
Summer Camp	\$164,377.00	\$65,996.01	\$98,380.99	59.85%
Youth Advisory Committee and Academy	\$5,000.00	\$0.00	\$5,000.00	100.00%
Subtotal	\$1,345,090.06	\$511,753.40	\$833,336.66	61.95%
Total Recreation Budget				
	\$4,074,318.66	\$1,785,773.92	\$2,288,544.74	56.17%

PARKS SNAPSHOT THRU 12/31/19				
Program	Budget	Expenses & Encumbrances	Balance	% Remaining
General Fund				
General Landscape Maintenance	\$295,575.00	\$220,293.00	\$75,282.00	25.47%
Park Maintenance	\$1,661,414.49	\$1,035,642.00	\$625,772.49	37.67%
Hiddleson Maintenance	\$2,421.00	\$114.23	\$2,306.77	95.28%
Charles Brooks Swim Center Maintenance	\$439,511.33	\$229,525.30	\$209,986.03	47.78%
Tree Maintenance	\$397,364.50	\$274,121.50	\$123,243.00	31.02%
Subtotal	\$2,796,286.32	\$1,759,696.03	\$1,036,590.29	37.07%
Enterprise Fund				
Cemetery Maintenance	\$525,933.00	\$274,013.90	\$251,919.10	47.90%
Subtotal	\$525,933.00	\$274,013.90	\$251,919.10	47.90%
Lighting & Landscape District				
Gibson Ranch	\$1,022,330.00	\$449,621.70	\$572,708.30	56.02%
Gibson Ranch CIP	\$60,000.00	\$2,183.12	\$57,816.88	96.36%
North Park District	\$57,421.00	\$13,101.54	\$44,319.46	77.18%
Streng Pond Maintenance District	\$69,736.00	\$39,046.98	\$30,689.02	44.01%
Woodland West (Westwood)	\$41,120.00	\$11,210.88	\$29,909.12	72.74%
Springlake	\$1,677,560.42	\$974,282.90	\$703,277.52	41.92%
Community Sports Park Programs	\$500,140.94	\$227,013.00	\$273,127.94	54.61%
Gateway	\$133,197.00	\$17,359.37	\$115,837.63	86.97%
Subtotal	\$3,561,505.36	\$1,733,819.49	\$1,827,685.87	51.32%
Total Park Budget				
	\$6,883,724.68	\$3,767,529.42	\$3,116,195.26	45.27%

RECREATION - REVENUE SNAPSHOT thru 12/31/19			
Account Title	FY20 Projection	FY20 Revenue to Date	% of Projection
General Fund			
Red Cross Course Fee	\$500.00		0.00%
Msc. Sales	\$760.00	\$290.00	38.16%
C. Brooks Swim Center Revenue	\$150,000.00	\$36,939.20	24.63%
Community Senior Center Msc.	\$85,000.00	\$50,470.00	59.38%
Community Fitness Center	\$35,000.00	\$8,496.00	24.27%
Community Sports Park	\$210,000.00	\$56,507.00	26.91%
Subtotal	\$481,260.00	\$152,702.20	31.73%
Enterprise			
Recreation Contract	\$205,000.00	\$56,321.60	27.47%
General Recreation	\$122,000.00	\$34,672.17	28.42%
Senior Programs Revenue	\$12,000.00	\$2,075.65	17.30%
Yolano Recreation Program Income	\$12,000.00	\$6,173.00	51.44%
Adult Recreation & League Programs	\$80,000.00	\$21,850.00	27.31%
Subtotal	\$431,000.00	\$121,092.42	28.10%
Measure J			
Measure J	\$15,300.00	\$5,179.50	33.85%
Subtotal	\$15,300.00	\$5,179.50	33.85%
TOTALS	\$927,560.00	\$278,974.12	30%

PARKS - REVENUE SNAPSHOT thru 12/31/19			
Account Title	FY20 Projection	FY20 Revenue to Date	% of Projection
General Fund			
Park Revenue	\$101,200.00	\$3,220.00	3.18%
Subtotal	\$101,200.00	\$3,220.00	3.18%
Enterprise Fund			
Cemetery Internment Space	\$16,000.00	\$10,827.00	67.67%
Cemetery Services	\$44,000.00	\$18,625.00	42.33%
Cemetery Products	\$30,000.00	\$7,056.00	23.52%
Endowment Care Fee	\$9,000.00	\$5,956.00	66.18%
Subtotal	\$99,000.00	\$42,464.00	42.89%
Lighting & Landscape District			
Gibson Ranch Park Revenue	\$15,000.00	\$12,529.00	83.53%
Springlake Park Revenue	\$10,000.00	\$6,770.00	67.70%
Subtotal	\$25,000.00	\$19,299.00	77.20%



TO: THE PARKS & RECREATION COMMISSION
AGENDA: Parks & Recreation Commission
DATE: January 27, 2020
ITEM #: K.6.
SUBJECT: Community Services Department Quarterly Status Report for the period of October through December 2019

Recommendation for Action: Staff recommends that the Parks & Recreation Commission receive the Community Services Department Quarterly Status Report.

Staff Contact:

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

Background:

This quarterly status report covers the period of October through December 2019. The report presents a summary of recreation and senior programming, events, affordable housing, the community development block grant entitlement program, 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 Community Services Department Quarterly Status Report.

Attachments:

1. Quarter 2 2020 Report

Community Services Department Quarterly Report: October – December 2019

The following provides a summary of the Community Service Department’s programs, activities, and events for October through December 2019. 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 (i.e. in most cases three months).*

Quarterly Highlights

- Approximately 4,050 people attended events at the Community & Senior Center during facility rentals.
- Over 600 people participated in events such as the Ace Race Disc Golf Tournament, Movies on Main Street, Father Daughter Dinner Dance, Disc Golf Putting Tournament, and Parent’s Night Out.
- Approximately 12,356 participant hours were recorded for aquatics; youth, teen, and adult recreation activities and classes.
- Approximately 7,724 participant hours were recorded for adult sports.
- Approximately 10,062 participant hours were recorded for senior programs and events.

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.

- Direct Marketing: Staff directly marketed events and activities onsite to students and parents of Lee and Douglass Middle Schools. Banners and posters were hung throughout town advertising activities and events.
- Social Media: The Department utilizes Facebook to advertise upcoming events and recreation programs.
- Special Events: Rec2Go staff attended the monthly Food Truck Mania events in October, November, and December, the Annual Trick or Treating on Main Street, and the Woodland Christian School Mud Run.
- Senior Newsletter: The “Senior Gram” newsletter was mailed to over 450 households every month. It was also available on the CSD webpage for download.

Parks and Recreation 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.

The “Facility Rentals with Fees Waived” column, 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. This table does not include use of rooms for senior programs or exercise classes.

	General Facility Rentals <i>Includes rentals receiving discounts</i>	Facility Rentals <i>with Fees Waived</i>
Number of Rentals	21	18
Approximate Participants	2,570	1,480
Total Fees	\$24,257	\$17,753 (waived)

Parks and Recreation Facility Improvement Projects Update

Eighteen walkway light poles were replaced at Crawford Park with LED lighting. In addition, the lighting above the picnic stations were changed to LED lighting. This project was part of the funding that City Council approved (\$230,000) on February 19, 2019.

Council approved funding for the replacement of the playgrounds at Tredway, Beamer, and Pioneer Parks on September 3, 2019. Staff scheduled community meetings for all three of the play structure replacement projects on November 2. Residents were presented with several play structure design options and could “vote” for their favorite one. In addition, Woodlanders were able to provide feedback online, of which many people took advantage. The new play structures will be installed by April 2020.

Parks and Recreation Facility Projects

Park/Recreation Facility	Projects Completed during Quarter 2
Community & Senior Center	Resurfacing of floors in C Court, banquet rooms, and gymnasium LED lighting installed in parking lot Installation of hard wiring for interior camera system Maintenance performed on the boxing center's ring and equipment
Ferns Park	New signs installed for disc golf course Water feature turned off Hosted volunteers for a park clean-up
Harris Park	Restrooms repaired (after vandalism)
Jack Slaven Park	Water feature turned off Boulders placed in parking lot
Jeff Roddy Park	Playground surface power washed, repaired and sealed Shade structure sanded and repaired Fence repaired
Klenhard Park	Field repairs made
Pioneer Park	Light/sound equipment repaired
Rick Gonzales Park	LED lighting installed above tables and near play equipment Sod aerated and seeded

Prop 68 Grant Update

In August 2019, staff submitted an application for the California State Parks Department's competitive Statewide Parks Project Grant (funded by Proposition 68) to expand Gracie Hiddleson Park where the pool was once located. The final application included the addition of a fitness court, large playground area with a zip-line, a bee-friendly garden, a new restroom, and two community art murals. On Thursday, November 7, 2019, staff met with a representative from the State at Gracie Hiddleson Park to review the project, take pictures of the site, and provide more information. The State aims to announce the awarded projects by the end of January 2020.

Urban Forestry - Tree Ordinance

In March 2019, when the City Council adopted the Urban Forest Master Plan, council was also briefed on a request by a citizen group to modify the City's Tree Ordinance. The citizen group is advocating that the City revise the ordinance to protect all trees, especially oaks, with a diameter at breast height of 12-inches or greater that are located on residential properties (currently the ordinance only regulates city trees). Concerns were also expressed related to modifying the ordinance for trees affected by development projects and on commercial properties. Council directed staff to evaluate options for protecting trees located on residential property, a voluntary program and a mandated program. During the summer, the citizen group convened a subcommittee to explore potential changes to the tree ordinance. They developed potential requirements to protect trees on private property, as well as a voluntary program. The same group is now in the process of developing a survey that will be distributed to approximately 100 of the 800 households that have trees that could be affected by a potential revision to the ordinance to determine their acceptability of having their trees regulated. Staff will continue to work with the citizen group as the evaluation process moves forward and will update City Council after the survey results have been compiled.

Community Special Events

Event	Date	Total Participants	Participant Hours	Fees Collected
Ace Race Disc Golf Tournament	Oct. 5	24	72	\$1,000
Movies on Main Street	Oct. 11	300	600	Free Program
Father Daughter Dinner Dance	Nov. 2	286	1,430	\$11,452
Disc Golf Putting Tournament	Nov. 9	9	27	\$108
Parent's Night Out	Dec. 13	23	92	\$235
Total Participants		642	2,221	\$12,795

Aquatics

All aquatic programs are held at the Charles Brooks Community Swim Center. Aquatic 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	1,112	1,112	\$1,866
Woodland Swim Team	n/a	n/a	\$6,280
Total	1,112	1,112	\$8,146

Pool Rentals

During non-programmed hours, the Charles Brooks Community Swim Center is available to reserve for other aquatic activities not affiliated with the City of Woodland. Pool reservation fees account for the facility and safety personnel onsite during the scheduled event.

Woodland Swim Team

Woodland Swim Team is a year round USA Club Team that has rented the Charles Brooks Community Swim Center for practices and meets since 1952. The Woodland Swim Team held regular practices and one swim meet during this quarter (October 26-27). Fees collected: \$6,280

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 (3 months)	Participant Hours (3 months)	Fees Collected (3 months)
After School Teen Pack (Measure J)	1,988	5,303	Free Program
Baby & Me (Measure J)	219	219	Free Program
Night Hoops (Measure J)	280	420	Free Program
Rec2Go (Measure J)	300	725	Free Program
Toddler Time	20	20	\$255
Total	2,807	6,687	\$255

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 and boxing, 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 revenue and pays the three contractors a monthly stipend (stipends for youth boxing are funded by Measure J).

Contract Class	Total Participants (3 months)	Participant Hours (3 months)	Fees Collected (3 months)	Total Expense (3 months)	Net Revenue (3 months)
Boxing	933	1,400	\$2,633	\$9,000	-\$6,367
Cello Tennis Academy	253	432	\$8,837	\$7,657	\$1,180
Country Line Dance	84	210	\$504	\$352	\$152
Dynamic Dancing	95	1,055	\$5,273	\$3,691	\$1,582
Fall Prevention	14	252	\$1,725	\$1,208	\$518
Functional Fitness	52	594	\$545	\$381	\$164
Karate	15	166	\$375	\$262	\$113
Kidz Love Soccer	15	61	\$1,410	\$987	\$423
Pilates	17	143	\$561	\$393	\$168
Scottish Country Dance	17	34	\$306	\$214	\$92
Stepping Out	11	74	\$440	\$308	\$132
Yoga	31	136	\$795	\$556	\$239
Total	1,537	4,557	\$23,404	\$25,009	-\$1,604

*Revenue excluding boxing expenses is \$4,763

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.

Open Gym participation	Total Participants	Participant Hours	Fees Collected
Volleyball	87	217	\$435
Badminton	716	2,148	Free
Pickleball	383	1,149	Free
Total	1,186	3,514	\$435

Sports League	Teams	Participants	Participant Hours	Revenue
Basketball (league)	13	130	1,040	**
Softball (league)	33	475	2,850	**
Volleyball (league)	5	40	320	**
Total	51	645	4,210	**

**Fees collected during Q1

Seniors

Programs at the Woodland Senior Center include art classes; exercise classes; games; leisure programs and activities; education resources; support groups, and special events resulting in a total of 10,062 participant hours during the second quarter.

Senior Program	Total Sign-ins	Participant Hours	Fees Collected
Art Classes	505	1,087	\$234
Exercise Classes	1,614	1,234	\$432
Games	1,161	2,485	Free Programs
General Programs	1,793	2,755	\$515
Education Resources	127	205	Free Programs
Support Groups	296	592	Free Programs
Special Programs	916	404	Free Programs
Total	6,412	8,762	\$1,181

Senior Event	Date	Total Participants	Participant Hours
Senior Thanksgiving Dinner	Nov. 14	325	650
Senior Holiday Social	Dec. 12	325	650
Total		650	1,300

Grants & Housing

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

Status of Community Development Block Grant (CDBG) Program Construction Activities

- Empower Yolo, Capital Project (FY 2016/17 funding) – Construction of the last component of the project (gates, fencing, and handrails) started in December.
- CommuniCare Health Centers, Onsite Playground (FY 2017/18 and 2016/17 funding) – A new play structure was installed in October.
- City of Woodland, ADA Accessibility Program (FY 2018/19 funding) – Construction was completed in October and resulted in the installation of seven ADA-compliant sidewalk ramps on Beamer Street between Sutter and Jackson streets.
- Yolo Community Care Continuum, Safe Harbor Rehabilitation (FY 2018/19 funding) – Construction started in October.
- Yolo Wayfarer Center, Interior Rehabilitation (FY 2018/19 and 2017/18 funding) – Construction started in December.
- City of Woodland, Library ADA Restrooms Upgrades (FY 2019/20 funding) – Project is under design.
- Sacramento Valley Historical Railways, ADA Restroom Building (FY 2019/20 funding) – Construction is expected to occur by spring of next year. CDBG funds will be used to purchase materials to construct an ADA-compliant walkway from the train depot to the ADA restroom building. Volunteer labor will be used for the walkway construction.
- City of Woodland, ADA Accessibility Project (FY 2019/20 funding) – Project is under design.
- New Hope Community Development Corporation, Cottonwood Meadows Phase 3 (FY 2019/20 funding) – Construction is expected to occur during the summer next year.
- CommuniCare Health Centers, Outdoor Wellness Space (FY 2019/20 funding) – Construction is expected to start in December. CDBG funds will be used to purchase materials for the outdoor wellness space.

2020 Interfaith Winter Shelter

During this quarter, staff worked on planning the 2020 Interfaith Winter Shelter. Through a partnership with the Woodland faith community, the City, Yolo County, Fourth & Hope, and other community partners, a winter shelter will operate at the St. Luke's Episcopal Church. The nearly eight-week shelter will be available for single women and families starting in early January. During operation of the shelter, Fourth & Hope is able to increase its capacity for housing single men who would otherwise be unsheltered.

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).



TO: THE PARKS & RECREATION COMMISSION
AGENDA: Parks & Recreation Commission
DATE: January 27, 2020
ITEM #: L.7.
SUBJECT:

Attachments:

None