



City of Woodland

Meeting Agenda

Parks & Recreation Commission

City Hall
Council Chambers
300 First Street
Woodland, CA 95695

June 28, 2021
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. NOTICE

1. PLEASE NOTE: The June 28 , 2021 Parks & Recreation Commission will be conducted pursuant to the Governor's Executive Order N-29-20. The meeting will be held via teleconference and Commission members and the public will participate via teleconference. Those locations are not listed on the agenda and are not accessible to the public. The public is encouraged to listen to the Parks & Recreation Commission meeting live on Woodland TV Channel 20 and also by going to the City of Woodland web site at www.cityofwoodland.org/meetings. If you wish to make a comment during general Public Comment or on a specific agenda item, there are three (3) ways to do that. 1) Join the Zoom Commission meeting remotely by either logging onto the Zoom link located on the meeting agenda (please download the app to your computer or mobile device) and enter the Meeting ID or by calling a listed number and enter the Meeting ID; 2) If you are watching the live stream and wish to make a comment on an item as it is being heard, you may submit an email to Krista Bain at krista.bain@cityofwoodland.org prior to Public Comment on that item. Email comments submitted to be read into the record shall be no more than three (3) minutes when read aloud. Please include the agenda item in the subject line. <https://zoom.us/j/97037739346> Or Dial: +1 669 900 6833 Meeting ID: 970 3773 9346

B. CALL TO ORDER

C. ROLL CALL

D. PLEDGE OF ALLEGIANCE

E. COMMUNICATIONS - PUBLIC COMMENT

F. COMMUNICATIONS - COMMISSION/STAFF STATEMENTS AND REQUESTS

G. PRESENTATION

H. BUSINESS ITEMS

I. COMMITTEE REPORTS

2. Standing Committee Report

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

J. CONSENT CALENDAR

3. Approve Minutes for May 24, 2021

K. OTHER BUSINESS

4. Commission Absence Request

L. REPORT OF THE STAFF

5. Community Services Staff Report for June 28, 2021

M. NEXT MEETING

6. July 26, 2021

N. 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 28, 2021 was posted on June 23, 2021 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	whitesnyderc@gmail.com	6/30/2022
Rashid Ali, Chair	radali@ucdavis.edu	6/30/2024
Vacant		6/30/2022
Magalean Martin, Vice Chair	Magalean.martin@cityofwoodland.org	6/30/2023
Jon-Paul Valcarenghi	Jon-Paul.Valcarenghi@cityofwoodland.org	6/30/2021

STANDING COMMITTEES

(Max. 2 commissioners)

Facilities Committee

Valcarenghi, **White-Snyder**

Program & Department Evaluation

Ali, Martin

Ad Hoc Committee

White-Snyder

Budget and Finance Committee

Martin, **Vacant**

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: June 28, 2021
ITEM #: J.3
SUBJECT:

Attachments:

1. 05242021 Minutes

City of Woodland

City Hall
Council Chambers
300 First Street
Woodland, CA 95695



Parks & Recreation Commission –

Monday, May 24, 2021

6:30 PM

A. NOTICE

1. PLEASE NOTE: The May 24, 2021 Parks & Recreation Commission will be conducted pursuant to the Governor's Executive Order N-29-20. The meeting will be held via teleconference and Commission members and the public will participate via teleconference. Those locations are not listed on the agenda and are not accessible to the public. The public is encouraged to listen to the Parks & Recreation Commission meeting live on Woodland TV Channel 20 and also by going to the City of Woodland web site at www.cityofwoodland.org/meetings. If you wish to make a comment during general Public Comment or on a specific agenda item, there are three (3) ways to do that. 1) Join the Zoom Commission meeting remotely by either logging onto the Zoom link located on the meeting agenda (please download the app to your computer or mobile device) and enter the Meeting ID or by calling a listed number and enter the Meeting ID; 2) If you are watching the live stream and wish to make a comment on an item as it is being heard, you may submit an email to Krista Bain at krista.bain@cityofwoodland.org prior to Public Comment on that item. Email comments submitted to be read into the record shall be no more than three (3) minutes when read aloud. Please include the agenda item in the subject line. <https://zoom.us/j/97037739346> Or Dial: +1 669 900 6833 Meeting ID: 970 3773 9346

B. CALL TO ORDER

Meeting called to order at 6:30 PM

C. ROLL CALL

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

Absent: None

Excused: None

D. PLEDGE OF ALLEGIANCE

E. COMMUNICATIONS - PUBLIC COMMENT

None

F. COMMUNICATIONS - COMMISSION/STAFF STATEMENTS AND REQUESTS

Verbal updates provided by Commission Members/Staff.

G. PRESENTATION

None

H. BUSINESS ITEMS

None

I. COMMITTEE REPORTS

2. Standing Committee Report
 - Facilities Committee
 - Program & Department Evaluation

- Budget & Finance Committee
- Urban Forest Committee
- Volunteerism Committee

Verbal update provided by Committee members.

J. CONSENT CALENDAR

3. Approve Minutes for April 24, 2021

On a motion by Commissioner Jon Paul Valcarenghi to approve the minutes for April 24, 2021 as written, seconded by Vice Chairperson Magalean Martin and carried unanimously.

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

Noes: None

Absent:

K. OTHER BUSINESS

4. Commission Absence Requests

The following absences were requested Chairperson Rashid Ali for June 28, and Vice Chairperson Magalean Martin for July 26.

On a motion by Commissioner Jon Paul Valcarenghi to approve the absence requests, seconded by Commissioner Jon Paul and carried unanimously.

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

Noes: None

Absent:

L. REPORT OF THE STAFF

5. Community Services Staff Report for May 24, 2021

Verbal updates provided by Staff.

M. NEXT MEETING

6. June 28, 2021

N. ADJOURN

On a motion by Commissioner Carla White-Snyder to adjourn the meeting at 7:05 p.m., seconded by Vice Chairperson Magalean Martin and carried unanimously.

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

Noes: None

Absent: None



TO: THE PARKS & RECREATION COMMISSION
AGENDA: Parks & Recreation Commission
DATE: June 28, 2021
ITEM #: K.4
SUBJECT:

Attachments:

1. 11242020 Commission
2. 2021 Calendar

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

Commissioners	7/20/20	9/2020	10/2020	11/2020	1/2021	2/2021	3/2021	4/2021	5/2021	6/2021
Jon-Paul Valcarenghi										
Carla White-Snyder										
Magalean Martin	Unexcused Absence									
Vacant										
Rashid Ali				Unexcused Absence						
Quorum										

Requested:

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

Notes:

Parks & Recreation Commission 2021

Election of Officers-May

Approve Work Plan 2021-May

Meeting Council Report-September Meeting

January

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

February

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28						

March

S	M	T	W	T	F	S
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14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

April

S	M	T	W	T	F	S
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11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

May

S	M	T	W	T	F	S
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2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

June

S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

July

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

August

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

September

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

October

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

November

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

December

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	



TO: THE PARKS & RECREATION COMMISSION
AGENDA: Parks & Recreation Commission
DATE: June 28, 2021
ITEM #: L.5
SUBJECT:

Attachments:

1. CSD Report 062821
2. Budget Report May 2021
3. Revenue Report May 2021

Parks & Recreation Commission

Staff Monthly Report - June 2021

Parks & Recreation Facilities

PROJECTS

Park & Facility projects completed since last report

Community & Senior Center	Rebuilt rolling shelf rack. Adjusted and replaced worn-out hinges on commercial refrigerator doors. Replaced door closer in south hallway. Installed new mini refrigerator in Meeting Room 1. Polished and sealed travertine floors with stone wash solution.
Crawford Park	Painted pickleball lines on the court. Added padding to the light poles. 
Rick Gonzales Park	Spread fertilizer and mulch over open grass area to increase the organic material to help with the health of the sod and soil moisture
City Maintained property north of I-5 overpass at Pioneer	Field Mowing
City Property at the end of Dr. Claassen Way	Field Mowing 

CEMETERY

In May there were three full burials and two cremains interments. These services generated \$19,877 in sales.

URBAN FORESTRY

Work Orders: Staff continues to assess different categories of work orders still in need of completion.

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
20-June	0	0	66	21	0	16	21	0	2	1	114	0	242
20-July	0	0	69	21	0	19	24	0	2	1	117	0	253
20-Aug	0	0	70	24	0	23	24	0	2	1	122	0	267
20-September/October	0	1	75	27	0	27	26	0	2	1	116	0	277
20-November	0	1	80	17	0	20	27	0	2	2	106	0	258
20-December	0	0	92	12	0	19	27	0	1	2	94	0	251
21-January	0	0	90	14	0	19	30	0	5	2	87	0	247
21-February	0	3	84	16	0	19	36	0	2	2	96	0	258
21-Mar	0	8	91	17	0	19	36	0	1	1	99	1	273
21-April	2	2	86	16	0	19	35	1	1	2	98	0	262
21-May	3	3	90	17	0	19	38	1	1	0	91	0	263
Total completed	For May: 45												

Tree Plantings and Removals: During 2020, staff and volunteers planted 56 trees and removed 105 trees. For calendar year 2021, 142 trees have been planted and 48 trees have been removed.

COMMUNITY & SENIOR CENTER

Community & Senior Center Reopening Plan: In anticipation of California's easing of COVID restrictions on June 15, staff prepared to reopen the doors of the Community & Senior Center to the public. After a 15-month closure to the public, the Community & Senior Center opened the doors to the public on Monday, June 21. Programs that were immediately available included the drop-in activities of badminton, pickleball, and basketball. In the upcoming weeks, it is anticipated that additional programs and classes will be added to the facility's schedule. Staff has also been in communication with Meals on Wheels Yolo County to resume in-person congregate dining sometime after the lifted restrictions. Private facility rentals will also start being granted permits for use of the rooms.

WOODLAND SPORTS PARK

Woodland Sports Park Summer Tournaments: Community Services has started issuing permits for private tournament rentals at the Woodland Sports Park. Tournaments reservations are scheduled on Saturdays and Sundays with the first tournament being held July 10-11 and the last booking is August 28-29. Historic users have been issued these dates for operation, mostly youth baseball tournaments. Las Brasas Express will return to run the sports park snack bar during these tournament dates.

Recreation Activities, Events, and Programs

AQUATICS

Public Swim (Measure J): Weekday Public Swim will return this summer. As a result of the pandemic, public swim was not offered in 2020. Public Swim opened for the 2021 season on June 21. It is available to the public weekdays from 1-3:45 for free. Attendance is limited to 200 patrons each day. The inflatable obstacle course will be set up on Fridays.

Swim Lessons: Swim lessons will be offered for four, two-week sessions for the 2021 season. Classes started on June 21 and are scheduled through August 13. Swim instructors will teach in the water with the participants (parents will not have to be in the water with their children); in addition, they will be wearing face shields during instruction sessions.

GENERAL RECREATION PROGRAMS

Summer at City Hall (Measure J): Summer at City Hall is a program for high school students that provides students the opportunity to learn about local government processes and teaches students how to become an active member of their community. The three-week program started on June 21 and is held in-person at Pioneer High School. Other Summer at City Hall highlights include guest speakers from city departments and council members and various city facility tours. The 25 program participants receive WJUSD school credit for attending the program in addition to a small stipend provided by the City.

Woodland Boxing Club Update: Due to COVID restrictions, the maximum capacity of the Woodland Boxing Club (WBC) is 13 registrants per session. WBC sessions are held at 4:00 pm, 5:00 pm, and 6:00 pm every weekday. During the months of April and May, the program attained full registration. It is anticipated to increase registration once the state guidelines are loosened for indoor sports.

Junior Tennis Fund Sacramento Scholarships: In February 2020, Community Services and the Woodland Tennis Club (WTC) were awarded a grant for \$1,800 from the Junior Tennis Fund Sacramento (JTFS). Because of the pandemic, tennis was cancelled for the remainder of the 2020 calendar year. The program was put on hold until it could offered again. In February 2021, a slightly altered scholarship program was offered. The JTFS grant funded 60-minute tennis lessons for 35 children ages 4-12 over the course of a three-month period. Woodland Tennis Club's board member, James Ousey was essential to the success of the program by providing outstanding outreach and advertising.

July 4: Please see below for an overview of July 4 activities. More information can be found at www.cityofwoodland.org

- 1) The Woodland Professional Firefighters will be hosting a pancake breakfast at Fire Station 3 from 8 am – 11 am.

- 2) New this year, the Woodland Fire Support Branch will be providing a “Fire Truck Parade”. Three parades will start simultaneously at 11 am, driving the route from north to south. The parades will last 45 – 60 minutes. The below parks are on the route if you would like to see the parade from a park.

- Woodside Park
- Grace Hiddleson Park
- Beamer Park
- Campbell Park
- Pioneer Park
- Jack Slaven Park
- Rick Gonzales Park

- 3) Lastly, leading up to July 4, a “Chalk and Roll” activity will be held with chalk and Woodland t-shirt distributions at various parks. Residents are encouraged to wear their Woodland t-shirt to show their Woodland pride and create patriotic messages in their neighborhoods.

- *June 26 from 9 AM - 12 PM*

Woodland Farmers Market

First & Court Streets

- *June 28 from 9 AM - 7 PM*

Woodland Public Library

250 First Street

- *June 28 from 6:30 - 8 PM*

Ferns Park

750 W Southwood Drive

- *June 29 from 6:30 - 8 PM*

Pioneer Park

1925 Branigan Avenue

- *June 30 from 6:30 - 8 PM*

City Park

629 Cleveland Street

- *July 1 from 6:30 - 8 PM*

Charles Brooks Swim Center

155 N West Street

- *July 2 from 6:30 - 8 PM*

Woodside Park

1615 Cottonwood Street

- *July 3 from 9 AM - 12 PM*

Woodland Farmers Market

First & Court Streets

RECREATION SNAPSHOT THRU 5/31/21				
Program	Budget	Expenses & Encumbrances	Balance	% Remaining
General Fund				
Community Services Administration	\$559,587.00	\$487,362.87	\$72,224.13	12.91%
Community & Senior Center	\$1,027,674.29	\$785,935.43	\$241,738.86	23.52%
Brook Swim Center-Recreation	\$175,840.00	\$157,436.23	\$18,403.77	10.47%
General Recreation Programs	\$566,187.00	\$478,172.40	\$88,014.60	15.55%
Subtotal	\$2,329,288.29	\$1,908,906.93	\$420,381.36	18.05%
Enterprise Fund				
Youth Enterprise	\$408,119.00	\$136,819.79	\$271,299.21	66.48%
Subtotal	\$408,119.00	\$136,819.79	\$271,299.21	66.48%
Measure J				
General Recreation Programs	\$587,032.65	\$256,878.56	\$330,154.09	56.24%
Middle School Programs	\$193,733.00	\$111,024.91	\$82,708.09	42.69%
Aquatics	\$310,803.00	\$176,629.16	\$134,173.84	43.17%
Recreation Van	\$104,309.00	\$51,249.09	\$53,059.91	50.87%
Summer Camp	\$157,745.00	\$88,671.90	\$69,073.10	43.79%
Youth Advisory Committee and Academy	\$5,000.00	\$944.48	\$4,055.52	81.11%
Subtotal	\$1,358,622.65	\$685,398.10	\$673,224.55	49.55%
Total Recreation Budget	\$4,096,029.94	\$2,731,124.82	\$1,364,905.12	33.32%

PARKS SNAPSHOT THRU 5/31/21				
Program	Budget	Expenses & Encumbrances	Balance	% Remaining
General Fund				
General Landscape Maintenance	\$312,266.00	\$289,688.33	\$22,577.67	7.23%
Park Maintenance	\$1,604,361.00	\$1,375,000.50	\$229,360.50	14.30%
Hiddleson Maintenance	\$2,421.00	\$1,926.82	\$494.18	20.41%
Charles Brooks Swim Center Maintenance	\$442,797.00	\$388,377.45	\$54,419.55	12.29%
Tree Maintenance	\$465,091.85	\$394,619.41	\$70,472.44	15.15%
Subtotal	\$2,826,936.85	\$2,449,612.51	\$377,324.34	13.35%
Enterprise Fund				
Cemetery Maintenance	\$536,061.00	\$445,287.77	\$90,773.23	16.93%
Subtotal	\$536,061.00	\$445,287.77	\$90,773.23	16.93%
Lighting & Landscape District				
Gibson Ranch	\$782,760.00	\$604,895.70	\$177,864.30	22.72%
Gibson Ranch CIP	\$86,492.40	\$32,101.67	\$54,390.73	62.88%
North Park District	\$59,603.07	\$50,702.86	\$8,900.21	14.93%
Streng Pond Maintenance District	\$44,337.00	\$25,822.16	\$18,514.84	41.76%
Woodland West (Westwood)	\$25,711.00	\$14,067.04	\$11,643.96	45.29%
Springlake	\$1,768,292.00	\$1,477,523.51	\$290,768.49	16.44%
Community Sports Park Programs	\$463,555.79	\$353,257.19	\$110,298.60	23.79%
Gateway	\$138,653.00	\$95,480.73	\$43,172.27	31.14%
Subtotal	\$3,369,404.26	\$2,653,850.86	\$715,553.40	21.24%
Total Park Budget	\$6,732,402.11	\$5,548,751.14	\$1,183,650.97	17.58%

RECREATION - REVENUE SNAPSHOT thru 5/31/21			
Account Title	FY21 Projection	FY21 Revenue to Date	% of Projection
General Fund			
Msc. Sales	\$115.00	\$215.00	186.96%
C. Brooks Swim Center Revenue	\$75,000.00	\$124,200.05	165.60%
Community Senior Center Msc.	\$725.00	\$725.00	100.00%
Community Fitness Center	\$1,300.00	\$7,221.00	555.46%
Community Sports Park	\$28,000.00	\$55,891.00	199.61%
Subtotal	\$105,140.00	\$188,252.05	179.05%
Enterprise			
Recreation Contract	\$205,000.00	\$66,113.60	32.25%
General Recreation	\$159,000.00	\$130,694.45	82.20%
Senior Programs Revenue	\$12,000.00	-\$50.00	-0.42%
Yolano Recreation Program Income	\$12,000.00	\$3,627.00	30.23%
Adult Recreation & League Programs	\$80,000.00	\$9,960.00	12.45%
Subtotal	\$468,000.00	\$210,345.05	44.95%
Measure J			
Measure J	\$40,000.00	\$40,048.25	100.12%
Subtotal	\$40,000.00	\$40,048.25	100.12%
TOTALS	\$613,140.00	\$438,645.35	72%

PARKS - REVENUE SNAPSHOT thru 5/31/21			
Account Title	FY21 Projection	FY21 Revenue to Date	% of Projection
General Fund			
Park Revenue	\$0.00	\$24,742.00	N/A
Subtotal	\$0.00	\$24,742.00	N/A
Enterprise Fund			
Cemetery Internment Space	\$30,000.00	\$46,500.00	155.00%
Cemetery Services	\$40,000.00	\$46,489.00	116.22%
Cemetery Products	\$30,000.00	\$29,859.00	99.53%
Endowment Care Fee	\$12,000.00		0.00%
Subtotal	\$112,000.00	\$122,848.00	109.69%
Lighting & Landscape District			
Gibson Ranch Park Revenue	\$15,000.00	\$11,775.00	78.50%
Springlake Park Revenue	\$10,000.00	\$4,970.00	49.70%
Subtotal	\$25,000.00	\$16,745.00	66.98%
Totals	\$137,000.00	\$164,335.00	176.67%



TO: THE PARKS & RECREATION COMMISSION
AGENDA: Parks & Recreation Commission
DATE: June 28, 2021
ITEM #: M.6
SUBJECT:

Attachments:

None