



## City of Woodland

### Meeting Agenda

#### Parks & Recreation Commission

City Hall  
Council Chambers  
300 First Street  
Woodland, CA 95695

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September 27, 2021  
6:30 PM

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**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. PLEASE NOTE:** The September 27, 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](http://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 Kris Bain at [krista.bain@cityofwoodland.org](mailto: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**
1. Standing Committee Report

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

#### **J. CONSENT CALENDAR**

2. Approve Minutes for July 26, 2021

#### **K. OTHER BUSINESS**

3. Election of Officers
4. Committee Assignments
5. Discuss and Review Workplan
6. Commission Absence Request

#### **L. REPORT OF THE STAFF**

7. Community Services Staff report for September 27, 2021

#### **M. NEXT MEETING**

#### **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 9/27/2021 was posted on 9/22/21 on 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 Meeting  
DATE: September 27, 2021  
ITEM #: J.2  
SUBJECT: Approve Minutes for July 26, 2021.

**Recommendation for Action:** Staff recommends that the Parks & Recreation Commission approve the July 26, 2021 minutes as written.

**Staff Contact:**

Cathy Haynie Administrative Supervisor 530-661-2000 [cathy.haynie@cityofwoodland.org](mailto:cathy.haynie@cityofwoodland.org)

**Fiscal Impact:**

None

**Attachments:**

1. 07262021 Minutes

A handwritten signature in black ink that reads "Cathy Haynie".

Cathy Haynie  
Administrative Supervisor

# **City of Woodland**

City Hall  
Council Chambers  
300 First Street  
Woodland, CA 95695



## **Parks & Recreation Commission –**

**Monday, July 26, 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](http://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](mailto: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, Commissioner Jon-Paul Valcarenghi, Commissioner Carla White-Snyder, Commissioner Henry Murrieta**

**Absent: None**

**Excused: Vice Chairperson Magalean Martin**

## **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

**No updates at this time.**

## **J. CONSENT CALENDAR**

3. Approve Minutes for June 28, 2021

**On a motion by Commissioner Rashid Ali to approve the minutes for June 28, 2021 as written, seconded by Commissioner Jon-Paul Valcarengghi and carried unanimously.**

**Ayes: Chairperson Rashid Ali, Commissioner Jon-Paul Valcarengghi, Commissioner Carla White-Snyder, Commissioner Henry Murrieta**

**Noes: None**

**Absent: Vice Chairperson Magalean Martin**

## **K. OTHER BUSINESS**

4. Commission Absence Requests

**No requests at this meeting**

5 Election of Officers

6 Committee Assignments

7 Discuss and Review Workplan

**Tabled Election of Officers, Committee Assignments and Discuss and Review Workplan to the September meeting. Commissioner Henry Murrieta will be on the Financial Committee. The rest of the assignments will be reviewed and updated at the September meeting.**

## **L. REPORT OF THE STAFF**

8 Quarterly Report

**Verbal updates provided by Staff.**

9 Community Services Staff Report for Jul 28, 2021

**Verbal updates provided by Staff.**

## **M. NEXT MEETING**

10. September 27, 2021

## **N. ADJOURN**

**On a motion by Commissioner Carla White-Snyder to adjourn the meeting at 7:05 p.m., seconded by Commissioner Jon-Paul Valcarengghi and carried unanimously.**

**Ayes: Chairperson Rashid Ali, Commissioner Jon-Paul Valcarengghi, Commissioner**

**Carla White-Snyder, Commissioner Henry Murrieta**

**Noes: None**

**Absent: Vice Chairperson Magalean Martin**



TO: THE PARKS & RECREATION COMMISSION  
AGENDA: Parks & Recreation Commission Meeting  
DATE: September 27, 2021  
ITEM #: K.3  
SUBJECT: Election of Officers

**Attachments:**

None

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Cathy Haynie  
Administrative Supervisor



TO: THE PARKS & RECREATION COMMISSION  
AGENDA: Parks & Recreation Commission Meeting  
DATE: September 27, 2021  
ITEM #: K.4  
SUBJECT: Annual update of Committee Assignments.

**Attachments:**

1. 7262021 PRC Roster

A handwritten signature in black ink, reading "Cathy Haynie". The signature is fluid and cursive, with the first name "Cathy" and last name "Haynie" clearly distinguishable.

Cathy Haynie  
Administrative Supervisor



# Parks & Recreation Commission

| NAME                        | E-MAIL ADDRESS                                                                                       | Term Expiration |
|-----------------------------|------------------------------------------------------------------------------------------------------|-----------------|
| Carla White-Snyder          | <a href="mailto:whitesnydere@gmail.com">whitesnydere@gmail.com</a>                                   | 6/30/2022       |
| Rashid Ali, Chair           | <a href="mailto:radali@ucdavis.edu">radali@ucdavis.edu</a>                                           | 6/30/2024       |
| Henry Murrietta             | <a href="mailto:h_murrieta@yahoo.com">h_murrieta@yahoo.com</a>                                       | 6/30/2022       |
| Magalean Martin, Vice Chair | <a href="mailto:Magalean.martin@cityofwoodland.org">Magalean.martin@cityofwoodland.org</a>           | 6/30/2023       |
| Jon-Paul Valcarenghi        | <a href="mailto:Jon-Paul.Valcarenghi@cityofwoodland.org">Jon-Paul.Valcarenghi@cityofwoodland.org</a> | 6/30/2025       |

## **STANDING COMMITTEES**

(Max. 2 commissioners)

**Facilities Committee**  
Valcarenghi, White-Snyder

**Budget and Finance Committee**  
Martin, Murrietta

**Program & Department Evaluation**  
Ali, Martin

**Urban Forest Committee**  
Valcarenghi, Ali

**Ad Hoc Committee**  
White-Snyder

**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 Meeting  
DATE: September 27, 2021  
ITEM #: K.5  
SUBJECT: Discuss and Review Workplan

Annual discussion and review for the Workplan.

**Attachments:**

1. FY 19 Work Plan\_v\_Final

A handwritten signature in black ink that reads "Cathy Haynie". The signature is written in a cursive, flowing style.

Cathy Haynie  
Administrative Supervisor

## FY19/20 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 |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------|
| <p><b>Objective:</b> Partner with community groups and city staff to educate residents on our urban forest and the best ways to maintain our urban canopy.</p> <p><b>Activities</b></p> <ul style="list-style-type: none"> <li>• Work towards a goal of planting 1,200 trees in three years.</li> <li>• Attend meetings with community groups and city staff</li> <li>• Review and comment on drafts of the urban forest master plan</li> <li>• Review policies as needed</li> </ul> <p><i>Lead Committee: Urban Forest</i></p> |        |

### 2. Review Facility Needs

| Goals                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | Status |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------|
| <p>Review and evaluate facility needs and make prioritized recommendations to the City Council</p> <p><b>Objective:</b> Work with staff to prioritize recommendations and where possible help develop strategies for implementation.</p> <p><b>Activities</b></p> <ul style="list-style-type: none"> <li>• Review Community &amp; Senior Center Master Plan</li> <li>• Tour facilities and parks in person with staff</li> <li>• Develop recommendations and submit to City Council for consideration</li> <li>• Review recommendations from <i>Program &amp; Department Evaluation Committee</i> regarding facility needs for Program Expansion</li> <li>• Ensure Current Parks in the community are well maintained by contractors and walk the parks with staff</li> <li>• Prioritize existing unfunded projects, including those of the proposed Sports Park Expansion</li> </ul> <p><i>Lead Committee: Facilities Committee</i></p> |        |

### 3. Budget and Finance Review

| Goals                                                                                                                                                                                                                                                   | Status |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------|
| <p>Provide budget oversight that is consistent with the Commission's charter.</p> <p><b>Objective:</b> Work with staff on key Park and Recreation fiscal issues and simplify budget reports for the Commission and public.</p> <p><b>Activities</b></p> |        |

## FY19/20 Parks & Recreation Commission Annual Work Plan

|                                                                                                                                                                                                                                                                                                                                      |  |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|
| <ul style="list-style-type: none"> <li>● Receive budget briefing from staff at least quarterly.</li> <li>● Committee members and staff will jointly provide quarterly budget reports to the Commission</li> <li>● Review and communicate with staff on Measure J renewal</li> </ul> <p><i>Lead Committee: Budget and Finance</i></p> |  |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|

### 4. Volunteerism Committee

| Goals                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | Status |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------|
| <p>Work with staff to review and update a volunteer list.</p> <ul style="list-style-type: none"> <li>● Reach out to individuals and organizations in the community who are willing to volunteer</li> </ul> <p>Identify potential projects in the community.</p> <ul style="list-style-type: none"> <li>● Talk with potential volunteers about needs/projects at the parks they use</li> <li>● Establish a process to utilize community volunteers in a productive and consistent manner.</li> <li>● Review of current volunteer lists and activities where they could use our help in gathering volunteers.</li> <li>● Assist with a project on the site of the proposed ExPlorit Center</li> </ul> <p><i>Lead Committee: Volunteerism Committee</i></p> |        |

### 5. Program & Department Evaluation Committee

| Goals                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | Status |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------|
| <p>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.</p> <p><b>Objective:</b> 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.</p> <p><b>Activities:</b></p> <ul style="list-style-type: none"> <li>● Meet with Parks and Community Services to determine what data they have for analysis.</li> <li>● 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.</li> <li>● Create a generic after class/activity survey to be distributed to participants.</li> </ul> <p><i>Lead Committee: Program &amp; Department Evaluation</i></p> |        |



TO: THE PARKS & RECREATION COMMISSION  
AGENDA: Parks & Recreation Commission Meeting  
DATE: September 27, 2021  
ITEM #: K.6  
SUBJECT: Commission Absence Request

Commissioner's request absences from future Commission meetings.

**Attachments:**

1. 2021 Calendar
2. 2022 Calendar

A handwritten signature in black ink that reads "Cathy Haynie". The signature is fluid and cursive, with the first name "Cathy" and last name "Haynie" clearly distinguishable.

Cathy Haynie  
Administrative Supervisor

# Parks & Recreation Commission 2021

Election of Officers-May

Approve Work Plan 2021-May

Meeting Council Report-September Meeting

## January

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## February

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## March

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## April

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## August

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## September

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## October

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## November

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## December

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# 2022 Parks & Recreation Commission

Election of Officers-May

Approve Work Plan 2022-May

Meeting Council Report-September Meeting

## January

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## February

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## March

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## April

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## May

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## June

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## July

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## August

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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 Meeting  
DATE: September 27, 2021  
ITEM #: L.7  
SUBJECT: Community Services Staff Report for September 27, 2021

RECOMMENDATION FOR ACTION: Staff recommends that the Parks & Recreation Commission receive the staff report for September 27, 2021.

STAFF CONTACT: Kris Bain, Community Services Program Manager, (530) 661-2002,  
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BACKGROUND: The staff report covers the period for the Community Services Department since the last Parks & Recreation Commission meeting.

**Attachments:**

1. September 2021 CSD Staff Report
2. September 2021 CSD Expenditure Report
3. September 2021 CSD Revenue Report

# Parks & Recreation Commission

## Staff Monthly Report - September 2021

### PARKS & RECREATION FACILITIES

#### Woodland Community & Senior Center

##### *Facility Reservations since the last report*

| Private Reservations         | City-Related Reservations   |
|------------------------------|-----------------------------|
| Celebration of Life          | WCEA General Member Meeting |
| Baby Shower                  |                             |
| Luna Vista Rotary (2)        |                             |
| DJUSD Admin Team Retreat (2) |                             |
| Quinceañera                  |                             |

#### Woodland Sports Park

##### *Tournament Reservations since the last report*

Tournament reservations resumed at the Woodland Sports in August. During the month of August, the Sports Park was reserved for all of the available (four) weekends. Over 96 teams participated in competition at the Woodland Sports Park for the month. The revenue captured for the reservations was \$13,650. The tournaments were youth/teen/adult baseball and softball.

#### Projects

##### *Park & Facility projects completed since last report*

|                                      |                                                                                                                                                                                                                                                                 |
|--------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Community &amp; Senior Center</b> | Installed four new bottle fillers and two water chillers to the facility's existing drinking fountains.<br>Installed four bike racks in front of the building.<br>Replaced broken lobby waterfall pump, re-piped existing plumbing, and installed float valves. |
| <b>Beamer Park</b>                   | Fresh bark was installed in the landscaped areas of the park.                                                                                                                                                                                                   |
| <b>City Park</b>                     | Fresh bark was installed in the landscaped areas of the park.<br>Removed old picnic area and laid a new concrete pad with a new barbecue. New tables will be installed soon.                                                                                    |
| <b>Crawford Park</b>                 | The environmental rain garden project was completed.                                                                                                                                                                                                            |
| <b>Dave Douglass Park</b>            | Fresh bark was installed in the landscaped areas of the park.                                                                                                                                                                                                   |
| <b>Dog Park</b>                      | Refinished exterior of the bulletin board case.                                                                                                                                                                                                                 |
| <b>Everman Park</b>                  | Installed new cameras for park safety.                                                                                                                                                                                                                          |
| <b>Harris Park</b>                   | Installed new cameras for park safety.                                                                                                                                                                                                                          |

## Cemetery

**Musictown Studio Volunteers:** On Saturday, September 11, Musictown Studio organized a volunteer group of more than fifty volunteers to clean up the high lots at the Cemetery. The volunteers placed forty yards of mulch and pulled weeds. They had such a great time they want to organize more volunteer days at the Cemetery in the future.

In July and August, there were eight full burials and nine cremains interments. The services generated \$36,722 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-September/October | 0                            | 1              | 75       | 27      | 0                     | 27                       | 26              | 0                             | 2               | 1                      | 116            | 0                   | <b>277</b>        |
| 20-November          | 0                            | 1              | 80       | 17      | 0                     | 20                       | 27              | 0                             | 2               | 2                      | 106            | 0                   | <b>258</b>        |
| 20-December          | 0                            | 0              | 92       | 12      | 0                     | 19                       | 27              | 0                             | 1               | 2                      | 94             | 0                   | <b>251</b>        |
| 21-January           | 0                            | 0              | 90       | 14      | 0                     | 19                       | 30              | 0                             | 5               | 2                      | 87             | 0                   | <b>247</b>        |
| 21-February          | 0                            | 3              | 84       | 16      | 0                     | 19                       | 36              | 0                             | 2               | 2                      | 96             | 0                   | <b>258</b>        |
| 21-Mar               | 0                            | 8              | 91       | 17      | 0                     | 19                       | 36              | 0                             | 1               | 1                      | 99             | 1                   | <b>273</b>        |
| 21-April             | 2                            | 2              | 86       | 16      | 0                     | 19                       | 35              | 1                             | 1               | 2                      | 98             | 0                   | <b>262</b>        |
| 21-May               | 3                            | 3              | 90       | 17      | 0                     | 19                       | 38              | 1                             | 1               | 0                      | 91             | 0                   | <b>263</b>        |
| 21-June              | 3                            | 3              | 90       | 17      | 0                     | 18                       | 38              | 1                             | 1               | 0                      | 91             | 0                   | <b>262</b>        |
| 21-July/August       | 3                            | 3              | 92       | 17      | 0                     | 17                       | 39              | 0                             | 2               | 1                      | 91             | 0                   | <b>265</b>        |
| Total completed      | <b>For July/August: 23</b>   |                |          |         |                       |                          |                 |                               |                 |                        |                |                     |                   |

**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 57 trees have been removed.

**Casa Linda Oak Removal:** During this reporting period, a heritage oak on Casa Linda was removed based on the results of an extensive risk assessment. The report indicated that the chance of failure was high and that mitigation was not recommended. The neighbors surrounding the tree contacted the City in June to request an evaluation of the tree as they believed it was a public health and safety concern. Staff worked with neighbors and the Tree Foundation on the impending removal of the oak. Additionally, staff is currently evaluating reuse options for the tree through the vendors reuse arm of the company “Street Tree Revival”. Such items could include a podium for the City Council Chambers, a bench to be placed at the site of the tree where a new tree will be planted, a new conference room table for the City Manager’s conference room, and a plaque. Street Tree Revival operates kilns that can process the useable oak for reuse and are able to create finished products.

## **RECREATION ACTIVITIES, EVENTS, and PROGRAMS**

### **Adult Sports**

**Gym Adult Sports:** The fall is traditionally when the adult basketball and volleyball leagues are held. Due to the increase in Covid cases and indoor mask requirements, staff decided to postpone the offering of the gym sports leagues until spring 2022. Softball is the adult sports league currently available, which started on September 23.

### **Aquatics**

**Swim Lessons:** The swim lessons held during the summer 2021 season were held in the traditional in-water format leaving behind the 2020 model of the modified program (required parents to assist their child in the water and instructors guided from the pool deck). This summer's swim lessons were offered in four, two-week sessions with reduced class sizes to accommodate social distance recommendations. While enrollment for 2021 was not where it had been pre-pandemic, there were 801 enrolled in swim lessons this summer. For comparison, 2020 had 138 participants and in 2019 there was 1,065 participants. Thirty participants received a campership (a fee reduction of the program); campership funding was provided with a grant from the Woodland Rotary Club.

**Public Swim (Measure J):** Public swim was available to the public for the first time since 2019. The program was offered weekdays 1:15-3:45 pm and weekends 3:00-6:00 pm. During the 10 weeks of summer, Public swim hosted 5,826 participants. Public swim is sponsored by Measure J and the admission is free for all.

### **General Recreation Programs**

**Playwell Teknologies:** Playwell Teknologies held three science and engineering summer camps in August. The three camps included "Animal Architects" (13 participants), "STEM Explorations Using LEGO" (7 participants), and "Minecraft Using LEGO" (13 participants). The three classes had combined 495 participant hours and \$8,100 in revenue.

**Summertime Fun Club:** Summertime Fun Club operated Monday-Friday, 8:00 am-4:00 pm. The program was held at Ferns, Pioneer, and Woodside Parks for 10 weeks of summer. The last week was held at the Community Center (this was the week of poor air quality and several days of temperatures over 100 degrees). Approximately 160 kids ranging from kindergarten to 6th grade participated in the program; seventeen Summertime Fun Club participants received a campership (a fee reduction of the program).



*Participants of Summertime Fun Club*

**Summer Teen Pack (Measure J):** Summer Teen Pack is the program held for participants entering 6<sup>th</sup>-8<sup>th</sup> grades and is sponsored by Measure J. The program ran for nine weeks during the summer Monday through Friday from June 14<sup>th</sup> through August 13<sup>th</sup> at Crawford Park. Thirty-six participants attended the program; ten participants received a campership (a fee reduction of the program). The program included crafts, sports & games and occasional visits from a snow cone truck, virtual reality and gaming systems, karaoke, and a paint night instructor. Teen Pack also visited the bowling alley, Davis Paintball, and the city's pool.



*Participants of Summer Teen Pack*

| RECREATION SNAPSHOT THRU 8/31/21     |                       |                         |                       |               |
|--------------------------------------|-----------------------|-------------------------|-----------------------|---------------|
| Program                              | Budget                | Expenses & Encumbrances | Balance               | % Remaining   |
| <b>General Fund</b>                  |                       |                         |                       |               |
| Community Services Administration    | \$646,336.00          | \$82,983.02             | \$563,352.98          | 87.16%        |
| Community & Senior Center            | \$1,046,005.85        | \$116,556.64            | \$929,449.21          | 88.86%        |
| Brook Swim Center-Recreation         | \$180,066.00          | \$27,136.65             | \$152,929.35          | 84.93%        |
| General Recreation Programs          | \$595,335.00          | \$77,113.20             | \$518,221.80          | 87.05%        |
| <b>Subtotal</b>                      | <b>\$2,467,742.85</b> | <b>\$303,789.51</b>     | <b>\$2,163,953.34</b> | <b>87.69%</b> |
| <b>Enterprise Fund</b>               |                       |                         |                       |               |
| Youth Enterprise                     | \$408,119.00          | \$183,949.60            | \$224,169.40          | 54.93%        |
| <b>Subtotal</b>                      | <b>\$408,119.00</b>   | <b>\$183,949.60</b>     | <b>\$224,169.40</b>   | <b>54.93%</b> |
| <b>Measure J</b>                     |                       |                         |                       |               |
| General Recreation Programs          | \$627,673.88          | \$42,752.24             | \$584,921.64          | 93.19%        |
| Middle School Programs               | \$234,419.00          | \$18,135.39             | \$216,283.61          | 92.26%        |
| Aquatics                             | \$295,941.29          | \$125,079.25            | \$170,862.04          | 57.74%        |
| Recreation Van                       | \$126,865.00          | \$13,633.05             | \$113,231.95          | 89.25%        |
| Summer Camp                          | \$165,277.00          | \$34,840.92             | \$130,436.08          | 78.92%        |
| Youth Advisory Committee and Academy | \$5,000.00            | \$0.00                  | \$5,000.00            | 100.00%       |
| <b>Subtotal</b>                      | <b>\$1,455,176.17</b> | <b>\$234,440.85</b>     | <b>\$1,220,735.32</b> | <b>83.89%</b> |
| <b>Total Recreation Budget</b>       | <b>\$4,331,038.02</b> | <b>\$722,179.96</b>     | <b>\$3,608,858.06</b> | <b>83.33%</b> |

| PARKS SNAPSHOT THRU 8/31/21              |                       |                         |                       |               |
|------------------------------------------|-----------------------|-------------------------|-----------------------|---------------|
| Program                                  | Budget                | Expenses & Encumbrances | Balance               | % Remaining   |
| <b>General Fund</b>                      |                       |                         |                       |               |
| General Landscape Maintenance            | \$312,321.00          | \$191,867.37            | \$120,453.63          | 38.57%        |
| Park Maintenance                         | \$1,662,474.52        | \$556,770.42            | \$1,105,704.10        | 66.51%        |
| Hiddleson Maintenance                    | \$1,786.00            | \$172.78                | \$1,613.22            | 90.33%        |
| Charles Brooks Swim Center Maintenance   | \$454,381.40          | \$140,605.31            | \$313,776.09          | 69.06%        |
| Tree Maintenance                         | \$378,246.40          | \$160,761.34            | \$217,485.06          | 57.50%        |
| <b>Subtotal</b>                          | <b>\$2,809,209.32</b> | <b>\$1,050,177.22</b>   | <b>\$1,759,032.10</b> | <b>62.62%</b> |
| <b>Enterprise Fund</b>                   |                       |                         |                       |               |
| Cemetery Maintenance                     | \$536,061.00          | \$112,546.78            | \$423,514.22          | 79.00%        |
| <b>Subtotal</b>                          | <b>\$536,061.00</b>   | <b>\$112,546.78</b>     | <b>\$423,514.22</b>   | <b>79.00%</b> |
| <b>Lighting &amp; Landscape District</b> |                       |                         |                       |               |
| Gibson Ranch                             | \$808,318.90          | \$258,079.02            | \$550,239.88          | 68.07%        |
| Gibson Ranch CIP                         | \$60,000.00           | \$0.00                  | \$60,000.00           | 100.00%       |
| North Park District                      | \$40,135.00           | \$39,976.39             | \$158.61              | 0.40%         |
| Streng Pond Maintenance District         | \$44,114.00           | \$22,752.22             | \$21,361.78           | 48.42%        |
| Woodland West (Westwood)                 | \$26,336.00           | \$14,479.88             | \$11,856.12           | 45.02%        |
| Springlake                               | \$1,919,864.05        | \$824,409.37            | \$1,095,454.68        | 57.06%        |
| Community Sports Park Programs           | \$480,895.72          | \$85,571.48             | \$395,324.24          | 82.21%        |
| Gateway                                  | \$138,653.00          | \$67,006.14             | \$71,646.86           | 51.67%        |
| <b>Subtotal</b>                          | <b>\$3,518,316.67</b> | <b>\$1,312,274.50</b>   | <b>\$2,206,042.17</b> | <b>62.70%</b> |
| <b>Total Park Budget</b>                 | <b>\$6,863,586.99</b> | <b>\$2,474,998.50</b>   | <b>\$4,388,588.49</b> | <b>63.94%</b> |

| RECREATION - REVENUE SNAPSHOT thru 8/31/21 |                     |                      |                 |
|--------------------------------------------|---------------------|----------------------|-----------------|
| Account Title                              | FY22 Projection     | FY22 Revenue to Date | % of Projection |
| <b>General Fund</b>                        |                     |                      |                 |
| Misc. Sales                                | \$0.00              | \$558.84             |                 |
| C. Brooks Swim Center Revenue              | \$60,000.00         | \$24,076.09          | 40.13%          |
| Community Senior Center Msc.               | \$40,000.00         | \$10,460.00          | 26.15%          |
| Community Fitness Center                   | \$0.00              | \$2,926.00           |                 |
| Community Sports Park                      | \$110,000.00        | \$31,450.60          | 28.59%          |
| <b>Subtotal</b>                            | <b>\$210,000.00</b> | <b>\$69,471.53</b>   | <b>33.08%</b>   |
| <b>Enterprise</b>                          |                     |                      |                 |
| Recreation Contract                        | \$205,000.00        | \$15,988.05          | 7.80%           |
| General Recreation                         | \$146,000.00        | \$1,314.08           | 0.90%           |
| Senior Programs Revenue                    | \$12,000.00         | \$0.00               | 0.00%           |
| Yolano Recreation Program Income           | \$12,000.00         | \$1,725.00           | 14.38%          |
| Adult Recreation & League Programs         | \$80,000.00         | \$7,045.00           | 8.81%           |
| <b>Subtotal</b>                            | <b>\$455,000.00</b> | <b>\$26,072.13</b>   | <b>5.73%</b>    |
| <b>Measure J</b>                           |                     |                      |                 |
| Measure J                                  | \$20,000.00         | \$730.00             | 3.65%           |
| <b>Subtotal</b>                            | <b>\$20,000.00</b>  | <b>\$730.00</b>      | <b>3.65%</b>    |
| <b>TOTALS</b>                              | <b>\$685,000.00</b> | <b>\$96,273.66</b>   | <b>14%</b>      |

| PARKS - REVENUE SNAPSHOT thru 8/31/21    |                     |                      |                 |
|------------------------------------------|---------------------|----------------------|-----------------|
| Account Title                            | FY22 Projection     | FY22 Revenue to Date | % of Projection |
| <b>General Fund</b>                      |                     |                      |                 |
| Park Revenue                             | \$30,000.00         | \$6,679.00           | 22.26%          |
| <b>Subtotal</b>                          | <b>\$30,000.00</b>  | <b>\$6,679.00</b>    | <b>22.26%</b>   |
| <b>Enterprise Fund</b>                   |                     |                      |                 |
| Cemetery Internment Space                | \$30,000.00         | \$7,235.00           | 24.12%          |
| Cemetery Services                        | \$40,000.00         | \$12,614.00          | 31.54%          |
| Cemetery Products                        | \$30,000.00         | \$9,723.00           | 32.41%          |
| Endowment Care Fee                       | \$12,000.00         | \$5,100.00           | 42.50%          |
| <b>Subtotal</b>                          | <b>\$112,000.00</b> | <b>\$34,672.00</b>   | <b>30.96%</b>   |
| <b>Lighting &amp; Landscape District</b> |                     |                      |                 |
| Gibson Ranch Park Revenue                | \$8,000.00          | \$3,600.00           | 45.00%          |
| Springlake Park Revenue                  | \$5,000.00          | \$7,400.00           | 148.00%         |
| <b>Subtotal</b>                          | <b>\$13,000.00</b>  | <b>\$11,000.00</b>   | <b>84.62%</b>   |
| <b>Totals</b>                            | <b>\$155,000.00</b> | <b>\$52,351.00</b>   | <b>137.84%</b>  |