



City of Woodland

Meeting Agenda

Parks & Recreation Commission

City Hall
Council Chambers
300 First Street
Woodland, CA 95695

March 27, 2023
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

This is an opportunity for the public to speak to the Parks & Recreation Commission on any item other than those listed on this agenda. Speakers are requested to use the microphone in front of the Commission and to begin by stating their name, whether they reside in Woodland and the name of the organization they represent, if any. The Chair may impose a time limit on any speaker depending on the number of people wanting to speak and time available for the rest of the agenda. In the event comments are related to an item scheduled on the agenda, speakers may be required to wait to make their comments until that item is considered. The option to submit a public comment via voicemail is no longer available.

Written Public Comments: Members of the public are welcome to submit written comments prior to the meeting. Comments should be submitted by email to WoodlandCSD@cityofwoodland.org. Written Comments received at least two (2) hours prior to the scheduled start time of the Parks & Recreation Commission meeting will be provided to the Commission and posted to the City website as part of the official record of the meeting but will not be read into the record. Written Comments received within two (2) hours of the scheduled start time of the Parks & Recreation Commission meeting and during the Commission meeting will be provided to the Parks & Recreation Commission the day following the Commission meeting. If you are submitting written comments on a particular item on the agenda, please identify the agenda item number and letter. If you are submitting written comments on an item not listed on the agenda, please identify your e-mail/comment as a General Public Comment. Note: Public comments at special meetings are limited to items on the agenda only.

E. COMMUNICATIONS - COMMISSION/STAFF STATEMENTS AND REQUESTS

This is an opportunity for the Parks & Recreation Commission members and staff to make comments and announcements to express concerns, or to request the Commission's consideration of any items a Commission member would like to discuss at a future Commission meeting.

F. COMMITTEE REPORTS

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

G. CONSENT CALENDAR

2. SUBJECT: Approve Parks & Recreation Commission Meeting Minutes for February 27, 2023

RECOMMENDATION FOR ACTION: Staff recommends that the Parks & Recreation Commission approve the meeting minutes from the February 27, 2023 meeting.

H. BUSINESS ITEMS

3. Approve Commissioner Absence Request

I. REPORT OF THE STAFF

4. SUBJECT: Upcoming Parks Projects

RECOMMENDATION FOR ACTION: Staff recommends that the Parks and Recreation Commission Approve to Support Future Potential Park Projects for 1) Reconstruction and Conversion of Crawford Park Tennis Courts to Pickleball Courts, 2) Replacement of Backstop at Camarena Field, 3) Conversion of Old Tennis Courts at Ferns Park to Futsal Courts, and 4) Potential Development of Dog Park at Hiddleson Park.

5. SUBJECT: Community Services Staff Report for March 27, 2023

RECOMMENDATION FOR ACTION: Parks & Recreation Commission receive the CSD Staff report for March 27, 2023.

J. NEXT MEETING

6. The next meeting of the Parks & Recreation Commission is scheduled for April 24, 2023.

K. 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 **MARCH 27, 2023** was posted on **MARCH 22, 2023** at City Hall, 300 1st Street, at www.cityofwoodland.org, and was available to the public during normal business hours at the Woodland Community & Senior Center at 2001 East Street.*

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: March 27, 2023
ITEM #: G.2
SUBJECT: SUBJECT: Approve Parks & Recreation Commission Meeting Minutes for February 27, 2023

RECOMMENDATION FOR ACTION: Staff recommends that the Parks & Recreation Commission approve the meeting minutes from the February 27, 2023 meeting.

RECOMMENDATION FOR ACTION: Staff recommends that the Parks & Recreation Commission approve the meeting minutes from the February 27, 2023 meeting.

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

Attachments:

1. Parks & Recreation Commission Minutes February 27, 2023

City of Woodland

City Hall
Council Chambers
300 First Street
Woodland, CA 95695



Parks & Recreation Commission Meeting –

Monday, February 27, 2023

6:30 PM

A. CALL TO ORDER

B. ROLL CALL

Commission Members Present: Vice Chair Henry Murrieta, Commissioner Jon-Paul Valcarenghi, Commissioner Carla White-Snyder, Commissioner Rashid Ali

Absent: Chair Magalean Martin

Excused:

C. PLEDGE OF ALLEGIANCE

D. COMMUNICATIONS - PUBLIC COMMENT

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E. COMMUNICATIONS - COMMISSION/STAFF STATEMENTS AND REQUESTS

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Commissioner Valcarenghi requested staff provide an update on the Sports Park Drive pedestrian overcrossing when it officially opens. Staff reported that the pedestrian overcrossing is not open and the fences remain intact until the contractor and the City sign off on the project.

F. PRESENTATION

G. BUSINESS ITEMS

H. COMMITTEE REPORTS

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

Facilities Committee reported that the Woodland Girls Fast Pitch fields continue to move forward with new funding support.

I. CONSENT CALENDAR

2. Approve Parks & Recreation Commission Meeting Minutes for January 23, 2023

On a motion by Commissioner Rashid Ali, seconded by Vice Chair Henry Murrieta and carried unanimously on a roll call vote, Parks & Recreation Commissioners Members approved the Parks & Recreation Commission Meeting Minutes from January 23, 2023.

Ayes: Commissioner Rashid Ali, Commissioner Jon-Paul Valcarenghi, Commissioner Carla White-Snyder, Vice Chair Henry Murrieta

Noes: None

Absent: Chair Magalean Martin

J. OTHER BUSINESS

3. Approve Commissioner Absence Request

On a motion by Commissioner Carla White-Snyder, seconded by Commissioner Jon-Paul Valcarenghi and carried unanimously on a roll call vote, Parks & Recreation Commissioners approved Commissioner Ali's change in absence request for March 27, 2023, not April 24, as was originally approved.

Ayes: Commissioner Rashid Ali, Commissioner Jon-Paul Valcarenghi, Commissioner Carla White-Snyder, Vice Chair Henry Murrieta

Noes: None

Absent: Chair Magalean Martin

4. FY 23 Parks & Recreation Commission Workplan

K. REPORT OF THE STAFF

5. Community Services Department Quarterly Status Report for Second Quarter FY23

Verbal updates were provided by staff.

6. Community Services Staff Report for February 27, 2023

Verbal updates were provided by staff.

L. NEXT MEETING

7. The next meeting of the Parks & Recreation Commission is scheduled for March 27, 2023

M. ADJOURN

The Parks & Recreation Commission meeting adjourned at 6:57 pm.

FY23

Parks & Recreation Commission Attendance

Current commissioners only

Meetings 4th Monday of each month 6:30 pm in Council Chambers

No meetings in August or December

FY 23 Commissioner Attendance

Commissioners	7/25/22	9/26/22	10/24/22	11/28/22	1/23/23	2/27/23	3/27/23	4/24/23	5/22/23	6/26/23
Rashid Ali	<i>present</i>	ABSENT	<i>present</i>	EXCUSED	<i>present</i>	<i>present</i>	EXCUSED			
Magalean Martin	<i>present</i>	<i>present</i>	<i>present</i>	<i>present</i>	<i>present</i>	UNEXCUSED				
Henry Murrietta	<i>present</i>	<i>present</i>	<i>present</i>	<i>present</i>	<i>present</i>	<i>present</i>				
Jon-Paul Valcarenghi	<i>present</i>	<i>present</i>	<i>present</i>	<i>present</i>	<i>present</i>	<i>present</i>				
Carla White-Snyder	<i>present</i>	<i>present</i>	<i>present</i>	<i>present</i>	EXCUSED	<i>present</i>				
Quorum	Yes	Yes	Yes	Yes	Yes	Yes				

FY 23 Commissioner Absence Request

Date Request Made

July 2022

No requests made

September 2022

No requests made

October 2022

Commissioner Ali 11/28/22

November 2022

Commissioner White-Snyder 1/23/23

January 2023

Commissioner Ali 4/24/23

February 2023

Commissioner Ali 3/27/23 removed 4/24/23

March 2023

April 2023

May 2023

June 2023



TO: THE PARKS & RECREATION COMMISSION
AGENDA: Parks & Recreation Commission Meeting
DATE: March 27, 2023
ITEM #: I.4
SUBJECT:

Recommendation for Action: Staff recommends that the Parks and Recreation Commission Approve to Support Future Potential Park Projects for 1) Reconstruction and Conversion of Crawford Park Tennis Courts to Pickleball Courts, 2) Replacement of Backstop at Camarena Field, 3) Conversion of Old Tennis Courts at Ferns Park to Futsal Courts, and 4) Potential Development of Dog Park at Hiddleson Park.

Staff Contact:

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

Background:

Over the last several years, City Council has authorized annual funding to the Community Services Department for parks operations and maintenance projects. This funding is generally used to repair or replace existing park features. Currently, one large project that is being funded through the last funding approval is the replacement of the play structures at Campbell Park. Past projects include resurfacing of tennis courts at City Park and Beamer Park, restroom replacement projects at several parks, and the replacement of play structures at Beamer Park, Traynham Park, Everman Park, and Pioneer Park.

Discussion:

On March 7, 2023, the City Council approved mid-year funding requests for various budget categories throughout the City. One item that was included in this request was the allocation of funding for four potential park improvement projects. CSD staff met with the Parks & Recreation Facilities Subcommittee on March 8, 2023; they also supported moving forward with these four projects.

1) Reconstruction and Conversion of Crawford Park Tennis Courts to Pickleball Courts: Over the last several years, pickleball has been the fastest growing sport in the United States, as well as in Woodland. Pickleball is played currently at Beamer Park and Crawford Park (people have to bring their own nets), and two mornings a week at the Community Center. The benefit of having dedicated pickleball courts is that pickleball nets will be installed on the courts (so anyone will be able to play without bringing their own nets). Staff is working with a designer on the design for reconstructing these courts. The Woodland Pickleball Association will also be involved in reviewing the plans for this project. It is assumed that the courts need to be completely reconstructed as this is what the vendor that resurfaced Beamer Park and City Park courts previously indicated (although this will also be discussed with the City's designer). While it is preferred that this project be implemented this calendar year, it is likely that the project will need to be done in 2024 because of the many steps involved in a project of this size. (\$600,000 has been allocated for this project).

2) Replacement of Backstop at Camarena Field: At the end of last year, Woodland Little League approached the City to replace the backstop at Camarena Field. In early January, additional damage was caused by the storms to the backstop, causing a further need to replace the backstop. The City Council approved \$100,000 for this project. This funding would be combined with some already approved funding for Little League projects and supplemented with funding from Little League if

necessary. It is anticipated that the backstop will be replaced in between the spring and fall baseball seasons.

3) Conversion of Old Tennis Courts at Ferns Park to Futsal Courts: During the public outreach process for the Spring Lake Park expansion projects, comments were received about the need for Futsal Courts in Woodland. Staff identified the old tennis courts at Ferns Park as a location for this new recreational opportunity. These courts are currently used by some for roller skating and unleashed dogs. The location of these courts relative to the homes in the neighborhood makes it a good choice for futsal courts (the courts are not surrounded by homes). Council allocated \$100,000 for this project. It is anticipated that these courts could be resurfaced this calendar year.

4) Potential Development of Dog Park at Hiddleson Park: The City has submitted two grants to the State for funding to repurpose the area of Hiddleson Park where the pool was once located. The City was not awarded funding for either of these efforts. The land, therefore, has sat vacant for several years. A resident had recently approached staff asking to have a dog park in this location. They have stated that the neighbors adjacent to the park support a dog park. Staff would initially conduct public outreach meetings in the neighborhood to determine if the neighborhood is supportive of this recreational feature being added to the park. Because of the size of the area, the dog park would be one large dog park (no separation for little and big dogs), which is also a common model for dog parks. The Council allocated \$200,000 for this project. Staff anticipates conducting public outreach meetings in the next 3-4 months.

Conclusion:

Staff recommends that the Parks and Recreation Commission Approve to Support Future Potential Park Projects for 1) Reconstruction and Conversion of Crawford Park Tennis Courts to Pickleball Courts, 2) Replacement of Backstop at Camarena Field, 3) Conversion of Old Tennis Courts at Ferns Park to Futsal Courts, and 4) Potential Development of Dog Park at Hiddleson Park.

Prepared by: Christine Engel, Community Services Director

Attachments:

None



TO: THE PARKS & RECREATION COMMISSION
AGENDA: Parks & Recreation Commission Meeting
DATE: March 27, 2023
ITEM #: I.5
SUBJECT:

RECOMMENDATION: Staff recommends that the Parks & Recreation Commission receive the staff report for March 27, 2023.

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

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

Attachments:

1. CSD Staff Report March 2023

Parks & Recreation Commission

Community Services Department Monthly Staff Report

March 2023

Parks & Recreation Facility Updates

Community & Senior Center

Reservations since the last report

Private Reservations	City-Related Reservations
Yolo County Realtors	De-escalation/1 st Amendment Training - CM
Baby Shower (2)	Sustainability Advisory Committee Meeting
Celebration of Life	Fire Engineer Written Exam - HR
Yolo County Realtors	Lower Cache Creek Planning - CDD
Baby Shower (2)	De-escalation/1 st Amendment Training - CM
	Sustainability Advisory Committee Meeting

Woodland Sports Park

Reservations since the last report

Woodland Sports Park held 2 out of 4 tournament weekend events in February. The total revenue captured for the Sport Park reservations was \$6,900. Over 30 teams participated in competition during February; those teams were youth/teen baseball.

Parks & Facility Projects

Projects completed since the last report

Park/Recreation Facility	Projects Completed
Clark Field	After each storm this winter, staff has had to pump water out of the dugouts. The water runoff is from the field and the original French drain system can no longer keep up to efficiently drain to the street.
Cemetery	Added automatic gates to the West Street side of the facility near Cross Street.
Community & Senior Center	Converted 16 light fixtures to LED in the Fitness Center. Installed fitness elements to the ground through the concrete in the Fitness Center Changed filters on HVAC system. Installed latch guard and door jamb on exterior mechanical room door. Painted, installed billiard table, hung dart board, and built barstools for the Senior Billiards Room
John Ferns Park	Replaced rails and boards on the playground equipment and installed memorial bench for Leanna Eliralde.
Pioneer Park	Repairs made to the slide on the tot lot.
Spring Lake Parks expansion (Update)	Received playground equipment. It will be stored until the contractor is ready to install them at the parks.



Clark Field dugout flooded with rain water



Newly installed Memorial bench at Ferns Park

Cemetery

In February, there were two full burials and two cremains burials. The services generated \$11,447 in sales.

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
22-February	1	3	85	17	0	18	42	0	3	0	90	1	260
22-March	1	3	84	17	0	18	42	0	3	0	90	1	259
22-April	1	3	85	18	1	18	55	0	10	0	90	1	282
22-May	1	3	75	18	1	18	55	1	10	1	90	1	274
22-June	1	3	75	18	1	18	55	1	15	0	90	0	277
22-July/August	1	4	92	23	2	18	58	2	0	0	102	0	302
22-September	1	4	135	31	2	18	72	3	0	0	126	0	392
22-October	1	4	161	32	2	19	71	3	0	0	113	0	406
22-November/December	1	5	162	35	2	17	64	3	0	0	101	0	390
23-January	2	4	201	36	2	17	48	3	0	0	58	0	371
23-February	1	4	199	24	2	12	51	1	0	0	52	0	346
Total completed	For the February reporting period: 8 Work Orders : 6 Service Request												

Urban Forestry

Work Orders: Staff continues to assess different categories of Work Orders still in need of completion. The tree planting work orders are increasing as more stumps have been removed. Staff is working with homeowners to identify the type of tree they would like to have planted, and then will coordinate the planting of the tree as staffing levels and weather permits (the Woodland Tree Foundation has also been assisting with these tree plantings).

Tree Plantings and Removals: For calendar year 2023, 106 trees were planted and 37 trees were removed.

Arbor Day: On Saturday, March 11, the City held the annual Arbor Day celebration. Urban Forestry staff and Woodland Tree Foundation provided expert training to the small group of volunteers that showed up to get the 75 trees planted. The volunteers were able to plant all the trees in record time. The City's Water Department provided additional staff to assist with the placement of the trees and planting. Trees were planted at Pioneer Park, Klenhard Park, and Schneider Park.

Recreation Activities, Events, and Programs

Adult Recreation – Contract Classes

Tai Chi & Qi Gong: The Tai Chi & Qi Gong program has been steadily growing since it started in July. In February, the program had 22 participants amassing a total of 88 participant hours for the month. This represents an increase of 17 participants and 73 participant hours since July 2022. With the steady flow of registrants the program now requires two meeting rooms.

Writing Life Stories: Writing Life Stories is a program led by Martie Dote. This class teaches participants how to turn untold life stories into personal essays and memoirs by learning to open up memory, access emotions, shape scenes from experience, develop characters, and research supporting details. Writing Life Stories is offered on Thursdays from 1:30-3:00 pm for 6 weeks. The session that concluded in February had 17 participants and 128 participant hours.

Adult Sports

Drop In Volleyball: The Drop In Volleyball program has reached program capacity every Tuesday for the past six weeks. Once league play started in late February, Drop In Volleyball had to reduce its capacity to allow for league on the other court. Potential players continue to drop in to see if they can squeeze into an open slot once the program's capacity has been reached.

Volleyball League: The Tuesday Spring Volleyball league has 7 teams playing in one division. Games started on February 28 and conclude with a playoff tournament on April 25.

Basketball League: The Spring Basketball league opened on March 13. The 30 & Over and 50 & Over divisions play on Monday nights and the Open division (18+) plays on Wednesday nights. For the Spring league, there are 12 teams playing in the Open division and 12 teams in the age group divisions. This season has the most teams of adult basketball league within the past 10 years.

Softball League: The Spring Softball league started on March 23. Thursday Men's division is full with 24 teams and the Friday Coed division had 16 teams. At the manager's meeting, Thursday teams voted to play

in two 12-team divisions for the 7 game season and Friday teams will play in one 16-team division for the 7 game. The large divisions will be divided for the playoff games at the end of the season.

Youth/Teen Recreation

Civic Fellows Program: The City of Woodland has established a paid summer fellowship program for individuals early in their career seeking public service experience. This program allows the City to invest in our local workforce and foster passion for careers in public service. During the eight-week program, fellows will work within a city department and participate in program wide activities. Fellows will gain valuable hands-on work experience, learn how city governments run, and positively impact the community. Community Services is seeking a Diversity, Equity, and Inclusion Analyst. This fellow will review City of Woodland demographics and create surveys to assess the diversity of summer program participants as well as temporary summer staff. They will then analyze data from the surveys, prepare reports, and present findings to CSD staff. Applications are accepted [online](http://www.calopps.org/woodland/job-20360513) at www.calopps.org/woodland/job-20360513.

Rec2Go: Rec2Go provides departmental outreach at community events and activities and recently attended the Spring Eggstravaganza hosted by the Northern California Children's Therapy Center at Hiddleson Park on March 26. Other upcoming events Rec2Go will visit include: the UNIDOS Egg-stravaganza at Ferns park on Saturday, April 1 and the Bayside Church of Woodland Community Easter Egg hunt at Slaven Park on Saturday, April 8.

Upcoming Events

César Chávez Celebration – 5 pm on March 30 at the Woodland Community & Senior Center