



City of Woodland

Meeting Agenda

Parks & Recreation Commission

City Hall
Council Chambers
300 First Street
Woodland, CA 95695

April 24, 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 March 27, 2023

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

H. BUSINESS ITEMS

3. Approve Commissioner Absence Request

I. REPORT OF THE STAFF

4. SUBJECT: Community Services Department Quarterly Status Report for Third Quarter FY23

RECOMMENDATION: Parks & Recreation Commission receive the Community Services Quarterly Status Report for Third Quarter FY23

5. SUBJECT: Community Services Department Staff report for April 24, 2023

RECOMMENDATION FOR ACTION: Parks & Recreation Commission receive the CSD staff report for April 24, 2023

J. NEXT MEETING

6. The next meeting of the Parks & Recreation Commission is scheduled for May 22, 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 **APRIL 24, 2023** was posted on **APRIL 19, 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: April 24, 2023
ITEM #: G.2
SUBJECT: SUBJECT: Approve Parks & Recreation Commission Meeting Minutes for March 27, 2023

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

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

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

Attachments:

1. Parks & Recreation Commission Minutes March 27, 2023

City of Woodland

City Hall
Council Chambers
300 First Street
Woodland, CA 95695



Parks & Recreation Commission Meeting –

Monday, March 27, 2023

6:30 PM

A. CALL TO ORDER

The meeting called to order at 6:30 pm

B. ROLL CALL

Parks & Recreation Commissioners Present: Chair Magalean Martin, Commissioner Jon-Paul Valcarenghi, Commissioner Carla White-Snyder, Vice Chair Henry Murrieta
Absent:

Excused: Commissioner Rashid Ali

C. PLEDGE OF ALLEGIANCE

D. COMMUNICATIONS - PUBLIC COMMENT

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E. COMMUNICATIONS - COMMISSION/STAFF STATEMENTS AND REQUESTS

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F. COMMITTEE REPORTS

1. Standing Committee Report

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

Urban Forestry provided a status report on upcoming projects, Arbor Day recap, and the Mandella Fellows tree planting on July 18 planting.

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.

On a motion by Vice Chair Henry Murrieta, seconded by Commissioner Carla White-Snyder and carried unanimously on a roll call vote, Parks & Recreation Commissioners approved Parks & Recreation Commission Meeting Minutes from February 27, 2023.

Ayes: Chair Magalean Martin, Commissioner Jon-Paul Valcarenghi, Commissioner Carla White-Snyder, Vice Chair Henry Murrieta

Noes: None

Absent: Rashid Ali

H. BUSINESS ITEMS

3. Approve Commissioner Absence Request
No requests for absences were made.

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 Hiddleston Park.

On a motion by Commissioner Jon-Paul Valcarenghi, seconded by Vice Chair Henry Murrieta and carried unanimously on a roll call vote, Parks & Recreation Commissioners approved 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

Hiddleston Park.

Ayes: Chair Magalean Martin, Commissioner Jon-Paul Valcarenghi, Commissioner Carla White-Snyder, Vice Chair Henry Murrieta

Noes: None

Absent: Rashid Ali

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.

Verbal updates provided by Staff about current park projects and recreation activities.

J. NEXT MEETING

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

K. ADJOURN

The Parks & Recreation Commission meeting adjourned at 7:32 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	<i>present</i>			
Henry Murrietta	<i>present</i>	<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>	<i>present</i>			
Carla White-Snyder	<i>present</i>	<i>present</i>	<i>present</i>	<i>present</i>	EXCUSED	<i>present</i>	<i>present</i>			
Quorum	Yes	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

No requests made

April 2023

May 2023

June 2023



TO: THE PARKS & RECREATION COMMISSION
AGENDA: Parks & Recreation Commission Meeting
DATE: April 24, 2023
ITEM #: I.4
SUBJECT: SUBJECT: Community Services Department Quarterly Status Report for Third Quarter FY23

RECOMMENDATION: Parks & Recreation Commission receive the Community Services Quarterly Status Report for Third Quarter FY23

Recommendation for Action: Staff recommends that the Parks & Recreation Commission receive the Community Services Department Quarterly Status Report for the Third Quarter FY23.

Staff Contact:

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

Discussion:

This Quarterly Status Report covers the period from January through March 2023. The report presents a summary of recreation programming, events, affordable housing, the community development block entitlement program, and parks and recreation facilities operations and maintenance. This report also contains a narrative descriptive of major work performed and/or notable Department highlights.

Conclusion:

Staff recommends that the Parks & Recreation Commission receive the Community Services Department Quarterly Status Report for the Third Quarter FY23.

Prepared by: Kris Bain, Community Services Program Manager

Reviewed by: Christine Engel, Community Services Director

Attachments:

1. Community Services Third Quarter Report FY23

Community Services Departmental Quarterly Status Report Third Quarter FY 23

The following provides a summary of the Community Service Department's programs, activities, and events for January through March 2023. This report refers to participant hours; the methodology for calculating participant hours is described at the end of the document.

QUARTERLY HIGHLIGHTS

- Youth Basketball League had 294 participants, over 30 more than last year.
- Approximately 1,495 people attended events at the Community & Senior Center during facility rentals.
- Over 1,966 people participated in events such as the Polar Bear Plunge, Game On! Valentine's Day Cookie Decorating, Woodland Writes, Arbor Day, REXPO & Senior Art Show, and the César Chávez Celebration.
- Approximately 24,428 participant hours were recorded for aquatics; youth, teen, and adult recreation activities, classes, and sports.
- Approximately 7,097 participant hours were recorded for senior programs and events.

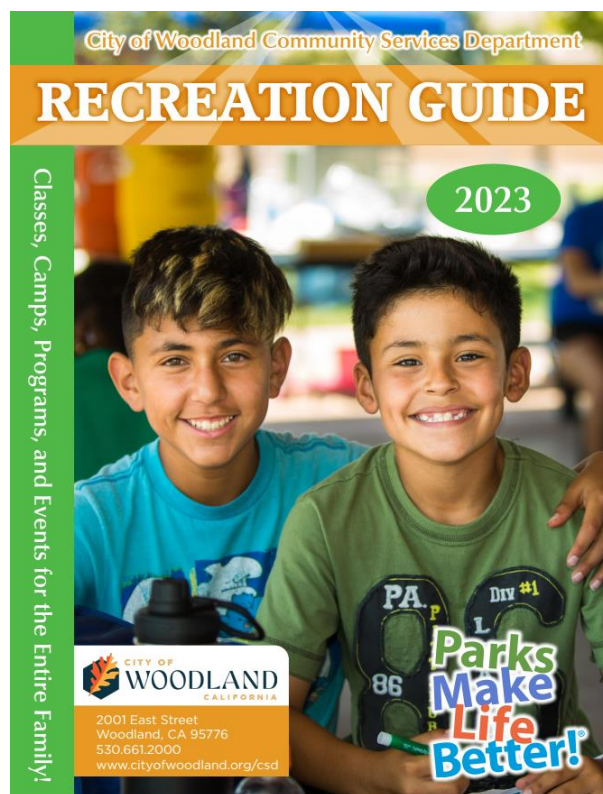


Valentine's Day Cookie Decorating

PROGRAM MARKETING

During the third quarter, the Department used the following marketing efforts to promote the recreation program offerings as well as community events and senior programs.

- Direct Marketing: Staff marketed activities to current and past participants for REXPO with flyers, digital flyers and emails, direct mail, and banners.
- Spring Summer Recreation Guide: The 2023 Spring/Summer Recreation Guide was mailed to approximately 6,556 households within Woodland.
- School Flyers: Two school flyers were distributed to WJUSD students digitally to promote the César Chávez Celebration and Camperships. All school flyers were distributed in English and Spanish.
- Social Media: The Department utilized Facebook and Instagram to advertise the offering of several programs.
- Senior Newsletter: The “Senior Gram” newsletter was mailed to over 550 households each month. It was also available on the CSD webpage for download.



Spring Summer 2023 Recreation Guide

PARKS AND RECREATION FACILITIES

Community & Senior Center Facility Reservations

The Community & Senior Center facility rental program is designed to both generate revenue for the City of Woodland and provide a location for community events. Types of rentals held at the Community Center include: meetings, parties (bridal and baby showers), weddings and receptions, quinceañeras, and business meetings. Reservations of the facility during the third quarter are shown below.

	General Facility Rentals <i>Includes rentals receiving discounts</i>	Facility Rentals <i>with Fees Waived</i>
Number of Rentals	14	8
Approximate Participants	1,090	405
Total Fees	\$14,393	\$12,324 (waived)

Sports Park Tournament Reservations

Tournament rentals are available for the Sports Park Complex. Local tournament directors have the first choice of dates for the following year during the tournament weekend allocation period each August. During the third quarter, the Sports Park was reserved for youth baseball and softball tournaments.

Tournament Rentals of Sports Park	
Number of Rentals	7
Number of Teams	101
Total Fees Collected	\$25,300

Parks and Recreation Facility Projects

Park/Recreation Facility	Projects Completed
Cemetery	Installed automatic gates at the West Street side of the facility near Cross Street.
Clark Field	Pumped water out of dugouts after each significant rain event.
Cline & Schneider Parks	Replaced missing wooden bollards throughout park and bike path.
Community & Senior Center	Painted walls and floors in various areas of the Community Center. Completed the Senior Center Billiard Room project. Installed fitness elements and converted light fixtures to LED in the Fitness Center. Changed filters on HVAC system. Performed maintenance on appliances in Kitchen. Performed maintenance on Lobby waterfalls. Performed maintenance on outdoor benches, flag pole, and restroom partitions. Repaired furnace in C Court.
Ferns Park	Performed maintenance on the playground equipment and installed memorial bench
Klenhard Park	Restored outfield with new sod and regraded the infield.
Pioneer Park	Made repairs to the slide in the tot lot.

URBAN FORESTRY

Tree Ordinance

After the significant rainfall in January, staff started to implement the new tree ordinance that was adopted in December 2022. Letters were mailed to companies that have business licenses in Woodland for tree trimming, informing them of the ordinance. The letter also provided them with a form to submit to be identified as a vendor that meets the City's requirements for having a certified arborist on staff. The Department has received inquiries from the public on whether the tree they would like to have trimmed or removed meets the criteria of the ordinance. We have also received several forms from vendors to place them on the approved vendor list (all of this information is included on the Urban Forestry webpage). Staff is continuing to educate the public on the new requirements.

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 planted 75 trees. 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.

YOUTH CAMPSHIPS FOR SUMMER PROGRAMS

During this quarter, campsships (scholarships) were available for qualified families of youth participants for Swim Lessons, Summertime Fun Club, Summer Teen Pack, Lifeguard Training, and Woodland Wreckers who meet a low-income requirement. "Campsships" are scholarships that result in a fee reduction for the program (programs are not offered for free) and are available until funds are exhausted or until the program begins. Qualified applicants may receive campsships for more than one program. Over \$38,000 was earmarked within Measure R for campsship distribution for Summer 2023 programs, and through the end of the third quarter, \$19,785 was distributed for families in the varying programs.

Applicants for campsships must complete a campsship applications (online or paper) with documentation they meet all of the campsship criteria. To be eligible for a campsship, families must meet the following criteria:

- Be a resident of Woodland (PO Boxes and County Road addresses are not accepted).
- Meet a low-income requirement based on HUD's State Income Limits for Yolo County "Low Income" classification (50%-80% of area median income). Reference <https://www.hcd.ca.gov/docs/grants-and-funding/inc2k22.pdf>

Campership Distribution by Program

Program	# Camperships given	# 1 st time Recipients	Amount provided By Measure R	Actual Program Fee	Reduced Program Fee (With Campership)
Swim Lessons	108	30	\$3,120 \$5,880 donated by Woodland Kiwanis	\$80	\$15
Summertime Fun Club	45	10	\$12,000	1 st session - \$450 2 nd session - \$400	1 st session - \$200 2 nd session - \$175
Summertime Fun Club Extended Care	4	4	\$10,200	1 st session - \$900 2 nd session - \$800	1 st session - \$450 2 nd session - \$400
Summer Teen Pack	9	3	5,625	1 st session - \$450 2 nd session - \$400	1 st session - \$200 2 nd session - \$175
Woodland Wreckers (Swim Team)	5	2	\$1,235	\$165	\$110

Information on Summer 2023 participation will be provided in the FY 24 First Quarter report

COMMUNITY SPECIAL EVENTS

Community Special Events are generally activities/events open to the public for a one-day event.

Event	Date	Total Participants	Fees Collected
Polar Bear Plunge	1/1	33	\$165
Game On! (Measure R)	1/27	104	No fees collected
Valentine's Day Cookie Decorating (Measure R)	2/10	184	No fees collected
Woodland Writes	2/1-13	1,100	No fees collected
Arbor Day	3/11	25	No fees collected
REXPO and Senior Art Show	3/24	300	No fees collected
César Chávez Celebration	3/31	250	No fees collected
Total Participants		1,996	\$165

César Chávez Celebration

On March 30, the City celebrated labor and civil rights leader César Chávez at the Community & Senior Center. The event incorporated performances from talented Woodland youth including Douglass Middle School student vocalist Jimena Iquierdo and mariachi music provided by Douglass 7th grade mariachi band led by instructor, Idbin Acosta. President and CEO of the Farmworkers Institute of Education and Leadership Development (FIELD) David Villarino-Gonzalez was the keynote speaker. The 250 who attended the event enjoyed churros and visited partners after the program including Brown Issues, CABÉ, FIELD, League of Women Voters, TANA, Thriving Pink, and Woodland Police Department Unidos.



Youth singer Jimena Iquierdo at the César Chávez Celebration

AQUATICS

All aquatic programs are held at the Charles Brooks Community Swim Center. During the winter months, the primary programming at the pool is lap swim, water aerobics, and the use of the pool by the Woodland Swim Team.

Aquatics Program	Total Participants (3 months)	Participant Hours (3 months)	Fees Collected (3 months)
Lap Swim & Water Aerobics	4,496	4,496	\$1,746
Woodland Swim Team	n/a	n/a	\$9,204
Total	4,496	4,496	\$10,950

Pool Scheduling & Reservations

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

Woodland Swim Team

Woodland Swim Team is a year round USA Club Team that has rented the Charles Brooks Community Swim Center for practices and meets since 1952. The Woodland Swim Team held regular practices and hosted a swim meet during this quarter. Fees collected: \$9,204

YOUTH AND ADULT RECREATION

A variety of youth and teen recreation programs are offered by the Department year-round; however, the majority of the programs are offered during the summer. In addition to the programs listed below, please refer to the Contract Classes section for other program offerings that are available for youth and teens.

Youth Recreation Program	Total Participants (3 months)	Participant Hours (3 months)	Fees Collected (3 months)
After School Teen Pack (Measure R)	1,156	2,986	Free Program
Rec2Go (Measure R)	400	1,000	Free Program
Youth Basketball League	294	5,880	\$34,170
Total	1,850	9,866	\$34,170



Youth Basketball League 14U Boys Green Team

Contract Classes

The City contracts with outside (special interest) instructors to teach a variety of recreation and leisure classes for participants of all ages. With the exception of tennis, the City retains 30% of the fees collected for each class (in addition to non-resident fees). The City retains 10% of the fees collected for the tennis program.

Contract Class	Total Participants (3 months)	Participant Hours (3 months)	Fees Collected (3 months)	Total Expense (3 months)	Net Revenue (3 months)
Boxing Youth*	108	900	\$2,071	\$2,800	\$(729)
Boxing Adult*	59	462	\$1,700	\$3,938	\$(2,238)
Cello Tennis Academy	184	661	\$9,343	\$8,378	\$964
Country Line Dance	397	633	\$2,383	\$1,668	\$715
Dance Flow	17	68	\$516	\$364	\$152
Dynamic Dancing	5	75	\$464	\$286	\$178
Pilates	22	176	\$776	\$508	\$267
Rock Steady Boxing**	36	144	\$600	\$600	\$0
Scottish Country Dance	16	192	\$544	\$358	\$186
Tai Chi & Qi Gong	44	176	\$1,039	\$735	\$304
Writing Life Stories	17	127	\$340	\$238	\$102
Yoga	24	168	\$862	\$585	\$278
Total	929	3,782	\$20,038	\$20,458	\$179

* Youth boxing is supplemented by Measure R. Adult boxing is supplemented by the general fund.

**The City receives a reimbursement from the Woodland Recreation Foundation for the Rock Steady expenses

Adult Sports

Adult sports offered through the City include drop-in sports as well as organized softball, basketball, and volleyball leagues. Drop-in basketball (open gym) numbers are not reported, however, participation for the other programs is listed below.

Drop-In Participation	Total Participants (3 months)	Total Participant Hours (3 Months)	Fees Collected (3 Months)
Badminton	1,049	4,196	Free
Pickleball	520	1,560	Free
Volleyball	264	528	\$1,219
Total	1,833	6,284	\$1,219

SENIORS

Programs at the Woodland Senior Center include art classes; exercise classes; games; leisure programs and activities; education resources; support groups, and special events resulting in a total of 7,097 participant hours during the third quarter. All senior programs have continued to suspend monthly registration fees.

Senior Programs

Programs	Total Sign Ins (3 Months)	Participant Hours (3 Months)	Fees Collected (3 Months)
Art Classes	314	810	Free Programs
Exercise Classes	1,716	992	Free Programs
Games	946	3,073	Free Programs
General Programs/Education	417	1,405	Free Programs
Support Groups	235	427	Free Programs
Total	3,628	6,707	\$0

Senior Events

Programs	Total Sign Ins (3 Months)	Participant Hours (3 Months)	Fees Collected (3 Months)
Dinner and a Movie	44	110	Free Programs
Hand & Foot Card Party	70	280	Free Programs
Total	114	390	\$0

GRANTS AND HOUSING

In addition to implementing recreation and senior programs, the Community Services Department also implements the Community Development Block Grant Entitlement program, grants for non-profit organizations, and affordable housing programs. The highlights of these programs for the third quarter of Fiscal Year 2023 are provided below.

Status of CDBG Construction Activities

FY 2019/20 Allocations

City of Woodland, Library ADA Restrooms Upgrades – Construction of ADA improvements for the two public restrooms has been completed. A final walkthrough was scheduled on March 30, 2023. The new upgraded restrooms were opened to the public on March 31, 2023. Final Acceptance will be presented before City Council on April 18, 2023.

FY 2020/21 Allocations

New Hope Community Development Corporation, Cottonwood Meadows Phase S-1, S-2, and S-3 Rehabilitation – New Hope will combine funding allocations awarded for FY 2020/21, 2021/22, and 2022/23 and will go out to bid in the summer of 2023. All engineering and architectural work has been completed. The work will focus on repairing or replacing all dry-rotted T-1-11 siding on the two apartment buildings located at Cottonwood Meadows with cement fiber type materials.

Friends of the Mission, 925 North Street (seven-unit affordable housing apartment complex for formerly homeless families and individuals) and Walter's House (44-bed transitional housing/treatment program for single women and men) Water Heater Efficiency projects – The tankless water heater units were installed and work was completed in December 2022. The new units will increase the energy efficiency rating from 59 to 97 percent.

FY 2022/23 Allocation

City of Woodland, ADA Accessibility Project – The project will be bid out in the summer of 2023 and constructed in Summer/Spring 2023. Up to 20 ADA-compliant curb ramps will be installed. FY 2021/22 and FY 2022/23 projects and funding will be combined into one single project.

Continuum of Care Grants

HUD approved the Reallocation and Consolidated grant applications in the combined amount of \$348,174 for Program Year 2022/23. HUD agreements and sub recipient agreements with Fourth and Hope (non-profit) were executed in February 2023. The Continuum of Care grants have funded the Supportive Housing Program in the City of Woodland. The Supportive Housing Program provides permanent supportive and transitional housing for individuals experiencing chronic homelessness.

Permanent Supportive Housing Project

Construction of the Permanent Supportive Housing units was completed in October 2022 and the units reached full occupancy in November 2022. City staff are meeting monthly with project operators. The construction of the community center is set to commence construction in April 2023. A ribbon cutting and ground breaking ceremony was held on March 31, 2023.

Walter's House Substance Abuse Rehabilitation Facility

Construction of the new Walter's House Substance Abuse Rehabilitation facility is set to begin in May 2023 pending City Council approval of a regulatory agreement and land transfer. Walter's House is currently located in central Woodland. The move to the East Beamer Way campus is the third phase in the overall project and will provide for an increase in the number of beds, from 44 to 60. The facility is funded through the California Department of Health Care Services' (DHCS) Behavioral Health Continuum Infrastructure Program (BHCIP) (\$12.5 million).

Vista del Robles Affordable Housing Project

Chelsea Development Corporation broke ground on its 72-unit affordable housing project in April 2022 with loan assistance from the City of Woodland. The housing development is being constructed at the corner of West Main Street and Ashley Avenue. Construction has been delayed. City Staff is maintaining an interest list until leasing inquiries are accepted by the property management company starting in May 2022. Please contact Dago Fierros for more information at (530) 400-6547 or Dago.Fierros@Cityofwoodland.org.

East Street Multifamily Project

The East Street Multifamily project is an 83-unit rental project that will provide 9 low-income restricted units. The project is set to break ground in Spring/Summer of 2023. The project is located on East Street between Alice Street and Depot Street.

Cross Court Commons Project

The Cross Court Commons project is a multifamily rental project that consists of 32 dwelling units and 3 accessory dwelling units. 4 units will be affordably restricted. The project will be located on the corner of California Street and Elizabeth Way.

New Inclusionary Housing Units

Three local families were verified by the city as median-income households and were approved to purchase affordable homes at the Revival Development by Tim Lewis Communities. The buyers did not utilize City loans for their purchase. The affordable homes closed escrow in July 2022, August 2022, and September 2022.

First Time Homebuyer Program

A local first time homebuyer is currently in contract to purchase a home in Woodland using financial assistance in the form of a City loan through the City's First Time Homebuyer Program. The buyer is set to close on April 5, 2023. The last buyer to receive a loan from the City's first time homebuyer program was in 2016.

PARTICIPANT HOURS CALCULATION

The Community Services Department measures programs through "participant hours". Participant hours are a calculation of total program hours multiplied by the total number of unique participants within a program. Total participant hours reports how much time participants spend within each program. The measurement breaks down to 1 person x 1 hour = 1 Participant Hour. It should be noted that a higher number of participant hours is not, by itself, a measurement of greater program success compared to the participant hours of another program. Participant Hours (PH) is calculated by:

Drop In Programs: 1 Class meeting (in hours) x Total sign-ins
Examples include Water Aerobics & Lap Swim, and Badminton,

Classes/Camps/Leagues: Total unique participants x total class time (in hours)
Examples include: Swim Lessons, Mad Science

Individual Entry: Each class meeting (in hours) x Total in attendance (adding each day)
Examples include: Teens Helping Seniors, Teen Pack

Event: Total Attendants x Average Time
Examples include: REXPO, 4th of July

Participant hours and participants in this report are listed for the three-month reporting period; therefore, if 100 participants are listed, the 100 refers to the total participants for the three-month period and could double or triple count the same participants if they participated each month (i.e. drop in volleyball).



TO: THE PARKS & RECREATION COMMISSION
AGENDA: Parks & Recreation Commission Meeting
DATE: April 24, 2023
ITEM #: I.5
SUBJECT: SUBJECT: Community Services Department Staff report for April 24, 2023

RECOMMENDATION FOR ACTION: Parks & Recreation Commission receive the CSD staff report for April 24, 2023

RECOMMENDATION: Staff recommends that the Parks & Recreation Commission receive the staff report for April 24, 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 April 2023

Parks & Recreation Commission Community Services Department Monthly Staff Report April 2023

Parks & Recreation Facility Updates

Nominate a Name for Woodland's Newest Park: The City's Parks & Recreation Commission seeks nominations for the name of a new park in Woodland. This new park will be located south of the County Fair Mall and north of the Woodland Community & Senior Center in the subdivision currently under construction by Lennar Homes. The approximately 1.5 acre park will include a play area with a playground for 2-12 year olds, a shade structure with picnic tables, and grass for open play. Staff anticipates that this new park will be open by the end of the year. Nomination forms are available online at www.cityofwoodland.org/csd.

Potential names must meet certain criteria such as:

- 1) the name has local topographic, community, or historic significance or relates to an unusually significant feature of the facility generally recognized and known throughout the city, or
- 2) the name is after a person that has made a substantial contribution in terms of volunteer services, providing a broad recreational or environmental benefit to residents of the Woodland community, or
- 3) the name is after a person whose life or circumstances provides a compelling community-wide interest or sentiment.

Community & Senior Center

Reservations since the last report

Private Reservations	City-Related Reservations
Yolo County Office of Education	City Council Retreat - CM
Yolo County Realtors (2)	WCC/Los Rios Meeting - CM
CommuniCare Health Center Workshop	Sustainability Advisory Committee Meeting - CM
Celebration Of Life	Pre-Construction Meeting - CDD

Woodland Sports Park

Reservations since the last report

Woodland Sports Park held 3 out of 4 tournament weekend events in March. Over 51 teams participated in competition. The total revenue captured for these reservations was \$11,500. These tournaments were youth/teen baseball.

Parks & Facility Projects

Projects completed since the last report

Park/Recreation Facility	Projects Completed
Community & Senior Center	Completed the Senior Center Billiard Room project. Changed filters on HVAC system. Performed maintenance on appliances in Kitchen. Performed maintenance on Lobby waterfalls. Performed maintenance on outdoor benches, flag pole, and restroom partitions. Repaired furnace in C Court.
Dog Park	Added 2 concrete benches to the large dog park.
Harris Park	Rebuilt park sign.
Klenhard Park	Replaced old swings with the age appropriate 2-5 year old swings. Repaired fencing where it had been damaged by a car. Welded heavy duty lock latch to the snack bar door.
Sports Park	Performed maintenance on cameras (IT staff). Installed 2 additional cameras facing the snack bar trailer.

Cemetery

In March, there were two full burials and two cremains burials. The services generated \$9,034 in sales.

Urban Forestry

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-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
23-March	1	4	166	22	2	12	51	1	0	0	41	0	300
Total completed	For the March reporting period: 72 Work Orders : 4 Service Request												

Work Orders: Staff continues to assess different categories of Work Orders still in need of completion. Staff is working with homeowners on tree replacements 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, 115 trees were planted and 59 trees were removed.

Potentially High Risk Trees: During the original collection of GIS coordinates for the City's tree inventory, conducted by Davey Tree, 143 trees were identified as Potentially Hazardous. Since the identification of these trees, staff have continued to monitor the sites. In 2022, West Coast Arborist (WCA) was asked to reevaluate the Potentially Hazardous Trees. The contractor inspected all 143 sites, of which 34 were vacant. The report provided by the contractor recommended the immediate removal of 33 trees and 5 stumps, the immediate pruning of 12 trees, and routine pruning of the remaining 49 trees. For those trees requiring immediate attention, the work has begun and work is expected to be complete by the end of next month. For those trees requiring routine pruning, staff will continue to keep these trees on the regular cyclical pruning cycle, as recommended.

Recreation Activities, Events, and Programs

César Chávez Celebration: On March 30, the City celebrated labor and civil rights leader César Chávez at the Community & Senior Center. The event incorporated performances from talented Woodland youth including Douglass Middle School student vocalist Jimena Iquierdo and mariachi music provided by Douglass 7th grade mariachi band led by instructor, Idbin Acosta. President and CEO of the Farmworkers Institute of Education and Leadership Development (FIELD) David Villarino-Gonzalez was the keynote speaker. The 250 who attended the event enjoyed churros and visited partners after the program including Brown Issues, CABÉ, FIELD, League of Women Voters, TANA, Thriving Pink, and Woodland Police Department Unidos.



Douglass Middle School 7th Grade Mariachi Band

Adult Recreation – Contract Classes

Scottish Country Dance: The Scottish Country Dance program had 16 dancers and 240 participant hours for the 8-session class that began in January and ended in March. The class takes place from 5:30-8:30p on Monday evenings. The next session will start in May.

Youth/Teen Recreation

You’ve Been Egged: (Measure R) You’ve Been Egged brings Easter egg hunts to Woodland residents without anyone having to leave home. For a small fee, participants registered to have staff hide up to 100 eggs in their front yard. Eighteen homes were “egged” over the weekends of March 31-April 2, and April 7-8. For an additional fee, participants received a visit from Swanson the Bunny.

Summer at City Hall: (Measure R) Registration opened for the Summer at City Hall program on April 5th. The three-week program that begins on June 19 provides high school students with practical experience in local government. Students learn how to make changes in their community with classroom lessons in civics, opportunities to shadow local city staff, and an opportunity to participate in a mock city council meeting. Upon completion of the Summer at City Hall program students are provided with elective school credits and a small stipend. Summer at City Hall is a partnership between the City of Woodland and Woodland Joint Unified School District. High School students can apply online at <https://forms.gle/LNYQCx4ws7RA97jz8>

Lifeguard Training: During the WJUSD Spring Break (April 10-12), a Lifeguard Training certification course was held. Seven of the eight course participants passed the class receiving their lifeguard certification. . Staff plans to utilize participants from the Lifeguard Training courses to fill vacant lifeguard positions this summer season. Seasonal hiring for Aquatics is currently underway.

Summer Volunteer Opportunities: Community Services offers volunteer opportunities during the summer for teens entering 7th-12th grades. Teens Helping Seniors is a program (supervised by program staff) in which the teens perform light housework, yard-work, and other household projects for seniors within the community. Volunteers can earn a day-trip to Santa Cruz Beach Boardwalk. The Summertime Fun Club volunteer program assist program staff with activities during the Summertime Fun Club Summer day camp program. Both programs provide community service hours to the participants and most receive 60 or more hours during the summer.

Upcoming Events

Películas en el Parque: May 5 7:30 pm at City Park