



City of Woodland

Meeting Agenda

Parks & Recreation Commission

City Hall
Council Chambers
300 First Street
Woodland, CA 95695

May 22, 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 April 24, 2023

RECOMMENDATION FOR ACTION: Staff recommends that the Parks & Recreation Commission approve the meeting minutes from the April 24, 2023 meeting.

H. BUSINESS ITEMS

3. Approve Commissioner Absence Request

I. REPORT OF THE STAFF

4. SUBJECT: Community Services Department Staff report for May 22, 2023

RECOMMENDATION FOR ACTION: Parks & Recreation Commission receive the CSD staff report for May 22, 2023

J. NEXT MEETING

5. The next meeting of the Parks & Recreation Commission is scheduled for June 26, 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 **MAY 22, 2023** was posted on **MAY 17, 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 located 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: May 22, 2023
ITEM #: G.2
SUBJECT: SUBJECT: Approve Parks & Recreation Commission Meeting Minutes for April 24, 2023

RECOMMENDATION FOR ACTION: Staff recommends that the Parks & Recreation Commission approve the meeting minutes from the April 24, 2023 meeting.

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

Attachments:

1. Parks & Recreation Commission Minutes April 24, 2023

City of Woodland

City Hall
Council Chambers
300 First Street
Woodland, CA 95695



Parks & Recreation Commission Meeting –

Monday, April 24, 2023

6:30 PM

A. CALL TO ORDER

B. ROLL CALL

C. PLEDGE OF ALLEGIANCE

D. COMMUNICATIONS - PUBLIC COMMENT

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F. COMMITTEE REPORTS

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

- Urban Forest Committee
- Volunteerism Committee

Verbal updates were provided by Commissioners. Commissioner Valcarenghi attended a Woodland Tennis meeting discussing fundraising for the tennis complex.

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.

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

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

Noes: None

Absent:

H. BUSINESS ITEMS

3. Approve Commissioner Absence Request

On a motion by Commissioner Rashid Ali, seconded by Commissioner Jon-Paul Valcarenghi and carried unanimously on a roll call vote, Parks & Recreation Commissioners approved Commissioner White-Snyder's absence from the June 26, 2023 meeting.

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

Noes: None

Absent:

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

Staff provided verbal updates for the FY23 third quarter report.

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

Staff provided verbal updates for the monthly staff report.

J. NEXT MEETING

6. The next meeting of the Parks & Recreation Commission is scheduled for May 22, 2023.

K. ADJOURN

The Parks & Recreation Commission meeting adjourned at 6:55 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	<i>present</i>		
Magalean Martin	<i>present</i>	<i>present</i>	<i>present</i>	<i>present</i>	<i>present</i>	UNEXCUSED	<i>present</i>	<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>	<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>	<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>	<i>present</i>		
Quorum	Yes	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

Commissioner White-Snyder 6/26/23

May 2023

June 2023



TO: THE PARKS & RECREATION COMMISSION
AGENDA: Parks & Recreation Commission Meeting
DATE: May 22, 2023
ITEM #: I.4
SUBJECT: SUBJECT: Community Services Department Staff report for May 22, 2023

RECOMMENDATION FOR ACTION: Parks & Recreation Commission receive the CSD staff report for May 22, 2023

RECOMMENDATION: Staff recommends that the Parks & Recreation Commission receive the staff report for May 22, 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 May 2023

Parks & Recreation Commission

Community Services Department Monthly Staff Report

May 2023

Parks & Recreation Facility Updates

Community & Senior Center

Reservations since the last report

Private Reservations	City-Related Reservations
Yolo County Realtors Meeting (2)	City Council Meeting
Celebration of Life	WRF Meeting
Kumon Student Award Ceremony	
KIWANIS Fundraiser	

Woodland Sports Park

Reservations since the last report

Woodland Sports Park held 4 out of 5 tournament weekend events in April. Over 59 teams participated in competition. The total revenue captured for these reservations was \$13,800. These tournaments were youth/teen baseball.

Parks & Facility Projects

Projects completed since the last report

Park/Recreation Facility	Projects Completed
Community & Senior Center	Installed new aesthetic plants and repaired existing plants inside the building. Re-plumbed piping to-and-from front fountain, and bypassed leaking filter plumbing. Replaced and re-wired emergency fixtures in the meeting rooms. Performed preventative maintenance on rooftop HVAC units Cleaned chandeliers and inside windows in banquet rooms. Pressure washed building, windows, and walkways. Deep-cleaned ovens and all stainless-steel appliances in the kitchen. Planted flowers in the parking lot bark area under the solar panels and laid decomposed granite and flagstone for pathways.
Beamer Neighborhood Gates	Remounted the decorative top to the column on the gates located on Beamer St. and Palm Ave. that was damaged by a tree branch.
Christianson Park	Replaced fencing surrounding the booster pump building with new fabric (with one inch diamonds to prevent vandalism).
Crawford Park	Installed a little library (donated by Nora Moor Jimenez) that was a converted newspaper dispenser.
Dave Douglas Park	Smoothed ballfield area at Dave Douglass Park using sand, slit seeder and fertilizer.
Dog Park	Replaced gate hinges.
Harris Park	Rebuilt park sign.
Klenhard Park	Installed new skylights in the restroom and shop that had been vandalized in February. Repaired slide that was vandalized by burning.
Sports Park	IT Staff performed maintenance on cameras and installed 2 additional cameras facing the snack bar trailer.
Spring Lake Landscape Repairs	Reinstalled bollards at Village Lane and Somerset Cir that had rusted.



New Little Library at Crawford Park

Cemetery

In April, there was one full burial and three cremains burials. The services generated \$24,051 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-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
23-April	1	4	171	23	1	12	53	1	0	0	45	0	311
Total completed	For the April reporting period: 59 Work Orders : 2 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, 142 trees were planted and 73 trees were removed.

Recreation Activities, Events, and Programs

Youth User Groups Field Use

Players Fees

Youth organizations use city-owned fields for practices and games for soccer, baseball, and softball. Historically, “Player Fees” have been charged to each organization to cover the cost for use of the field for practices. With the passage of Measure J, the “Player Fees” for Woodland residents have been waived for all youth organizations who use City fields saving the organizations thousands of dollars. Those participating in youth organizations who do not reside within city limits are deemed non-residents and pay \$46 per player per season.

Youth sports organizations who used City of Woodland fields reported for the Spring 2023 season:

- 1,559 youth players
 - 718 baseball players
 - 841 soccer players
- Received waiver of \$40,534 in City fees

Totals since the Fall 2014 season when Measure J (now Measure R) started:

- 20,415 players have been served
 - 9,364 baseball players
 - 11,051 soccer players
- \$408,363 in City fees has been waived to local user groups
 - \$186,847 for baseball groups
 - \$221,516 for soccer groups

Camperships

Camperships (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. “Camperships” 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 camperships for more than one program. Over \$43,000 was earmarked within Measure R for campership distribution for Summer 2023 programs, and to date, \$24,285 has been distributed for families in the varying programs.

Applicants for camperships must complete a campership application (online or paper) with required documentation. To be eligible for a campership, 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 Summer 2023

Program	# Camperships given	# 1st time Recipients	Amount provided By Measure R	Actual Program Fee	Reduced Program Fee (With Campership)
Swim Lessons	118	33	\$1,230 \$5,880 donated by Woodland Kiwanis	\$80	\$15
Summertime Fun Club	73	24	\$13,225	1 st session - \$450 2 nd session - \$400	1 st session - \$200 2 nd session - \$175
Summertime Fun Club Extended Care	6	3	\$2,150	1 st session - \$900 2 nd session - \$800	1 st session - \$450 2 nd session - \$400
Summer Teen Pack	8	3	\$1,475	1 st session - \$450 2 nd session - \$400	1 st session - \$200 2 nd session - \$175
Woodland Wreckers (Swim Team)	5	3	\$325	\$165	\$110

Information on Summer 2023 program participation will be provided in the September staff report.

Adult Sports

Basketball: The spring adult basketball league that started in mid-March and ended in mid-May had 24 teams playing on Monday and Wednesday nights. Teams played seven games and then were aligned to play in playoff brackets within their perspective divisions.

Softball: The spring adult softball league started on March 23. There were 24 men's teams who played on Thursday nights and 16 co-ed teams who played on Friday nights. The spring league is expected to finish the first week of June. Teams played seven games and the league was re-aligned for a single elimination playoff based on season standings.

Volleyball: The spring volleyball (women's) league started on February 28 and had 7 teams competing in one division. This season ended on May 9. The league uses one court while the open gym volleyball program uses the other. Staff has tried to run a men's or co-ed league, however there is not enough interest to start another division for volleyball.

Aquatics

Wreckers Woodland Wreckers Swim Team: The Woodland Wreckers (seasonal recreation swim team) started practices for the 2023 season on May 1. There are 158 registered swimmers. This season the team will compete in six in swim meets from June 3 through July 22. The Wreckers are in the Valley Foothill Capital Aquatics League (VFCAL) consisting of 8 teams: Dry Diggin' Dolphins (Placerville), Robalos (Auburn), Pirates (Arden Manor), Tiger Sharks (Orangevale), Blue Marlins (Rancho Cordova), Aqua Knights (Rio Linda), Sugar Bears (Lifetime Fitness) and the Wreckers (Woodland). On July 22, the championship meet will be hosted again in Woodland.

Water Polo: Youth water polo was added to the program offering this spring. Seventeen athletes ages 10-17 years old were taught the fundamentals of water polo. Water polo was offered Monday and Wednesday evenings from 7:00-8:00 pm.

Youth/Teen Recreation

Seasonal Staff Hiring: Community Services conducted its hiring process to fill part-time positions for the summer to teach swimming lessons; lifeguard; and work with Summertime Fun Club, Summer Teen Pack, and Rec2Go. Applications were accepted through the end of April and staff conducted interviews with over 90 potential employees. Summertime Fun Club hired 27 staff members; of which 3 were former program volunteers and 8 were returning employees (19 of the 25 staff members are new hires to the City.) One returning seasonal employee was promoted to run the Teens Helping Seniors volunteer program. Summer Teen Pack and Rec2Go hired no new staff members since there are 11 returning staff in this program area. The Aquatics program hired 16 new staff members as lifeguards and swim lesson aides. The new hires will join 39 returning staff to complete a team of 55 Aquatics staff (which includes swim lesson aides, lifeguards, and pool managers.) The Adult Sports program hired 3 new scorekeepers in preparation for the upcoming summer season. All City employees undergo Human Resources processing to be ready for training prior to the summer. Summer youth programming starts on June 12. The Swim Center opens for Public Swim on weekends Memorial Day weekend and daily opens on June 12 (swim lessons begin on June 19).

Woodland Tennis Club Scholarship Program: James Ousey from the Woodland Tennis Club, and CSD's Cello Tennis Academy have partnered up to create a scholarship program for youth participants. To be eligible to receive the scholarship, an applicant must commit to 3 months of lessons and become a Woodland Tennis Club (WTC) member. At this point, WTC will pay for half of the registration fees for tennis lessons. In April, there were 23 youth registered for the scholarship program. Scholarship lessons are held Wednesday afternoons from 3:00-5:00 pm at City Park.

Upcoming Noteworthy Dates

June 7 - Campbell Park Grand Re-opening, 5:30-7:30 pm

June 12 – Ferns Park Futsal Public Meeting, 6:00-7:00 pm

June 13 – Hiddleson Park Potential Dog Park Public Meeting, 6:00-7:00 pm

July 4 – City of Woodland Annual 4th of July Celebration, various locations

July 18 – Mandela Tree Planting – time and location tbd (assumes 9 am)