



City of Woodland

Meeting Agenda

Parks & Recreation Commission

City Hall
Council Chambers
300 First Street
Woodland, CA 95695

April 22, 2024
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. APPROVAL OF MINUTES

1. SUBJECT: Approve Parks & Recreation Commission Meeting Minutes for March 25, 2024

RECOMMENDATION FOR ACTION: Staff recommends that the Parks & Recreation Commission approve the meeting minutes from the March 25, 2024 meeting.

E. 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.

F. 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.

G. BUSINESS ITEMS

2. Standing Committee Report

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

3. Approve Commissioner Absence Request

H. REPORT OF THE STAFF

4. Subject: Community Services Department Staff report for April 22, 2024

Recommendation for Action: Staff recommends the Parks & Recreation Commission receive the Community Services staff report for April 22, 2024

I. NEXT MEETING

5. The next meeting of the Parks & Recreation Commission is scheduled for May 20, 2024.

J. 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 22, 2024** was posted on **APRIL 17, 2024** 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 22, 2024
ITEM #: D.1
SUBJECT: SUBJECT: Approve Parks & Recreation Commission Meeting Minutes for March 25, 2024

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RECOMMENDATION FOR ACTION: Staff recommends that the Parks & Recreation Commission approve the meeting minutes from the March 25, 2024 meeting.

Attachments:

1. Parks & Recreation Commission Minutes March 25, 2024

City of Woodland

City Hall
Council Chambers
300 First Street
Woodland, CA 95695



Parks & Recreation Commission Meeting –

Monday, March 25, 2024

6:30 PM

A. CALL TO ORDER

Meeting called to order at 6:30 pm.

B. ROLL CALL

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

Absent:

Excused: Commissioner Rashid Ali

C. PLEDGE OF ALLEGIANCE

D. APPROVAL OF MINUTES

1. SUBJECT: Approve Parks & Recreation Commission Meeting Minutes for February 26, 2024

RECOMMENDATION FOR ACTION: Staff recommends that the Parks & Recreation Commission approve the meeting minutes from the February 26, 2024 meeting.

On a motion by Vice Chair Henry Murrieta, seconded by Commissioner Jon-Paul Valcarenghi and carried unanimously on a roll call vote, the Commissioners approved the Minutes for February 26, 2024 Parks & Recreation Commission meeting

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

Noes: None

Absent:

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G. BUSINESS ITEMS

2. Standing Committee Report

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

3. Approve Commissioner Absence Request

On a motion by Commissioner Jon-Paul Valcarenghi, seconded by Vice Chair Henry Murrieta and carried unanimously on a roll call vote, Commissioners approved Commissioner White-Snyder's Absence on April 22, 2024.

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

Noes: None

Absent:

4. Review Committee Assignments

H. REPORT OF THE STAFF

5. SUBJECT: Community Services Department Staff report for March 25, 2024

RECOMMENDATION FOR ACTION: The Parks & Recreation Commission receive the CSD staff reports for March 25, 2024

Verbal updates were provided by Staff.

I. NEXT MEETING

6. The next meeting of the Parks & Recreation Commission is scheduled for April 22, 2024.

J. ADJOURN

On a motion by Commissioner Carla White-Snyder, seconded by Vice Chair Henry Murrieta and carried unanimously on a roll call vote, Commissioners adjourned the meeting at 6:47 pm

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

Noes: None

Absent:

FY24

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 24 Commissioner Attendance

Commissioners	7/24/23	9/25/23	10/23/23	11/27/23	1/22/24	2/26/24	3/25/24	4/22/24	5/20/24	6/24/24
Rashid Ali	<i>present</i>	No Quorum	<i>present</i>	<i>present</i>	<i>present</i>	ABSENT	EXCUSED	EXCUSED		end of term
Magalean Martin	<i>present</i>	No Quorum	<i>present</i>	ABSENT	<i>present</i>	<i>present</i>	<i>present</i>			
Henry Murrieta	<i>present</i>	EXCUSED	ABSENT	<i>present</i>	EXCUSED	<i>present</i>	<i>present</i>			
Jon-Paul Valcarenghi	ABSENT	No Quorum	<i>present</i>	<i>present</i>	<i>present</i>	<i>present</i>	<i>present</i>			
Carla White-Snyder	<i>present</i>	No Quorum	EXCUSED	ABSENT	<i>present</i>	<i>present</i>	<i>present</i>	EXCUSED		
Quorum	YES	NO	YES	YES	YES	YES	YES			

FY 24 Commissioner Absence Request

Date Request Made

June 2023

July 2023

Commissioner Murrieta – 9/25/23

September 2023

October 2023

November 2023

Commissioner Murrieta – 1/22/24

Commissioner Ali – 3/25/24 & 4/22/24

January 2024

February 2024

March 2024

Commissioner White-Snyder – 4/22/24

April 2024

May 2024



TO: THE PARKS & RECREATION COMMISSION
AGENDA: Parks & Recreation Commission Meeting
DATE: April 22, 2024
ITEM #: H.4
SUBJECT: SUBJECT: Community Services Department Staff report
for April 22, 2024

Subject: Community Services Department Staff Report for April 22, 2024

Recommendation for Action: Staff recommends the Parks & Recreation Commission receive the Community Services staff report for April 22, 2024

Staff Contact: Kris Bain, (530) 661-2002, kris.bain@cityofwoodland.gov

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

Conclusion: Staff recommends the Parks & Recreation Commission receive the Community Services staff reports for April 22, 2024

Attachments:

1. CSD Staff Report April 2024

Parks & Recreation Commission

Community Services Department

Monthly Staff Report

April 2024

New Aquatics Facility

The project architect submitted construction documents for review with permitting agencies (City of Woodland, Yolo County Health Department, & Yolo Solano Air Quality Management District) on March 7, 2024. Following a comprehensive review of the documents by all City departments, plan check comments were returned to the architect on April 12 for incorporation into the final plans and specifications. Staff is still targeting mid-May for bid advertisement with bid opening likely occurring in late-June. City Council award for construction contract is anticipated in July with a targeted ground breaking in August. Construction is expected to take approximately 14 months to complete, with target grand opening in November 2025.

Parks & Recreation Facility Updates

Community & Senior Center

Reservations since the last report

Private Reservations	City-Related Reservations
WHC – Donor Recognition Reception	Election Polling Location (5)
Yolo County Realtors Meeting (2)	Kiwanis Regular Meeting (2)
WCMG Stakeholder Meeting	Anti-Harassment Training (2) - HR
Flying Needles Quilters' Guild	Sustainability Advisory Committee Meeting - CM

Woodland Sports Park

No tournament updates since the last report

Parks & Facility Projects

Projects completed since the last report

Park/Recreation Facility	Projects Completed
Community & Senior Center	Repaired four spotlights for the front of the building, plus exterior inset lights. Installed transmitter button for banquet hallway handicap door. Rebuilt pumps for geothermal loop (motors, bearings, sleeves, and bushings). Replaced ceiling tiles in boxing gym and fitness center. Lubed and repaired walk-up window in the fitness center. Replaced two waterfall pumps in the lobby. Converted light fixtures to LEDs in the senior card room.
Dave Douglass Park	Poured a connecting space for the walking path to keep the trucks from going off the path.
Freeman Park	Planted California native and drought tolerant plants on the west side of the well. Installed a new drip irrigation system in the planter.
Jack Slaven Park	Installed two pads for benches at the dog activity area.
Legacy Grove	Poured nine pads for benches.
Other City locations – Regional Park	Installed ten benches along the pathway.

Cemetery

Since the last reporting period, there was one full burial. This service generated \$11,103 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
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
23-May	1	4	147	23	1	12	41	1	0	0	27	0	257
23-June	1	4	143	23	1	12	31	1	0	0	27	0	243
23-July/August	1	4	140	17	1	7	34	1	0	0	38	0	243
23-September	1	4	151	8	1	7	41	1	0	0	40	0	254
23-October	0	0	116	9	0	4	22	1	0	0	37	0	189
23-November/December	0	0	20	3	0	1	6	0	0	0	14	0	44
24-January	0	0	12	1	0	1	4	0	0	0	13	0	31
24 February	0	0	7	2	0	1	3	0	0	0	10	0	23
24-March	0	0	11	0	0	1	3	0	0	0	16	0	31
Total completed	Work orders numbers for the reporting period: 28 Work Orders : 8 Service Request												

Tree Plantings and Removals: For calendar year 2024, 149 trees were planted and 25 trees were removed.

Recreation Activities, Events, and Programs

Aquatics

Lifeguard Training: Aligning with Spring Breaks for local schools (Woodland, Pioneer, Woodland Christian, Davis and DaVinci) staff taught two Lifeguard Training certification courses March 25-29 and April 1-5. The courses certified 18 people and resulted in 16 applicants seeking employment at the pool this summer.

Pool Scheduling and Reservations: WJUSD high schools' (Pioneer and Woodland) swim teams hosted the GEL league championship meet on April 20. Several local swimmers from each of the teams will move on to compete at the Sectional meet at Tokay High School on May 2-4. The Woodland Swim Team hosted a dual swim meet at the pool on April 21. Woodland Swim Team has more meets scheduled during the months of May, June, and July.

General Recreation

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. Teens Helping Seniors volunteers can earn a day-trip to the Santa Cruz Beach

Boardwalk after the completion of a minimum number of volunteer hours. The Summertime Fun Club Volunteer program has volunteers who assist staff with the Summertime Fun Club Summer day camp program. Both programs provide community service hours to the participants, and most participants receive 60 or more hours during the summer.

You've Been Egged (Measure R): Twenty-four residents were “egged” over the weekends of March 22-24 and March 29-30 for the annual “You’ve Been Egged” program. You’ve Been Egged is a home delivery egg hunt available leading up to the Easter holiday. Families reserve a delivery date and time for the eggs to be hidden within the front yard (of a Woodland resident) for only \$25 for up to 50 eggs. For an additional fee, participants received a visit from Swanson the Bunny for meet and greet and photos.

Contract Recreation

Cello Tennis: The Cello Tennis program collected over \$7,000 in revenue during the month of March. \$4,270 of the revenue came from selling of upcoming summer camp sessions. There are 4 week-long summer sessions available for children ages 6-17 offered Monday-Friday from 9:00 am-noon.

Mindful Meditations: Mindful Meditation is a new adult recreation program that is slowly growing. The current session is being held from March-May on Thursday evenings from 6:15 pm-7:30 pm. There are 4 participants enrolled for this session.

Events

César Chávez Celebration: On March 28, over 300 people came to celebrate the labor and civil rights leader César Chávez at the Community & Senior Center. The event incorporated performances from talented Woodland youth. Mariachi music was provided by Pioneer High School mariachi band led by instructor, Marisa Finlayson and dancing from Ballet Folklorico de Beamer led by Teresa Ramirez. The President of the Woodland Community College, Dr. Lizette Navarette was the key note speaker. Those in attendance enjoyed cookies and visited partners including CABÉ, California Human Development, Empower Yolo, FIELD, Yolo County Children’s Alliance, First 5 Yolo, Thrive Pink, League of Women Voters, and Woodland Police Department Unidos.



Members of Ballet Folklorico de Beamer and Pioneer High School mariachi band

Noteworthy Dates

April 24, 5:00-7:00 pm – Spring Lake Parks and Pedestrian Overcrossing Grand Opening (Ribbon Cutting at 5 pm on west side of overpass, Matmor Road side)