



City of Woodland

Meeting Agenda

Parks & Recreation Commission

City Hall
Council Chambers
300 First Street
Woodland, CA 95695

January 27, 2025
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 November 25, 2024

RECOMMENDATION FOR ACTION: Staff recommends that the Parks & Recreation Commission approve the meeting minutes from the November 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
4. SUBJECT: Landmark Tree Nominations at Woodland Cemetery and Specimen Tree Nominations at Campbell Park

RECOMMENDATION FOR ACTION: Staff recommends that the Parks & Recreation Commission recommend 1) landmark tree designations of canary island palms at Woodland Cemetery, 2) specimen tree designations of a grove of Italian stone pines at Campbell Park, and 3) specimen tree designations of a grove of bald cypress at Campbell Park to the Woodland City Council for formal designation.

H. REPORT OF THE STAFF

5. SUBJECT: Community Services Department Staff Report for January 27, 2025

RECOMMENDATION FOR ACTION: The Parks & Recreation Commission receive the CSD staff reports for January 27, 2025

6. SUBJECT: Community Services Department Quarterly Status Report for the Second Quarter FY25

RECOMMENDATION FOR ACTION: Staff recommends that the Parks and Recreation Commission receive the Community Services Department Quarterly Status Report for the Second Quarter of FY25.

I. NEXT MEETING

7. The next meeting of the Parks & Recreation Commission is scheduled for February 24, 2025.

J. ADJOURN

*I declare under penalty of perjury that the foregoing Agenda for the City of Woodland's Parks and Recreation Commission Regular meeting scheduled for **JANUARY 27, 2025** was posted on **JANUARY 22, 2025**. The agenda and packet were posted and available to the public during normal business hours in the outside display case at City Hall, 300 1st Street, and at the Woodland Community & Senior Center, 2001 East Street. The agenda and packet are also available at www.cityofwoodland.gov.*

Kris Bain, Community Services Program Manager

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: January 27, 2025
ITEM #: D.1
SUBJECT: Parks & Recreation Commission Meeting Minutes for
October 28, 2024

Recommendation for Action:

Staff recommends that the Parks & Recreation Commission receive the November 25, 2024 Parks & Recreation Commission Meeting Minutes.

Staff Contact:

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

Discussion:

The Parks & Recreation Commission held the last Commission meeting on November 25, 2024.

Conclusion:

Staff recommends that the Parks & Recreation Commission receive the November 25, 2024 Parks & Recreation Commission Meeting Minutes.

Prepared by: Kris Bain, Community Services Program Manager

Attachments:

1. Parks & Recreation Commission Minutes November 25, 2024

City of Woodland

City Hall
Council Chambers
300 First Street
Woodland, CA 95695



Parks & Recreation Commission Meeting –

Monday, November 25, 2024

6:30 PM

A. CALL TO ORDER

Meeting called to order at 6:30 pm.

B. ROLL CALL

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

C. PLEDGE OF ALLEGIANCE

D. APPROVAL OF MINUTES

1. SUBJECT: Approve Parks & Recreation Commission Meeting Minutes for October 28, 2024

RECOMMENDATION FOR ACTION: Staff recommends that the Parks & Recreation Commission approve the meeting minutes from the October 28, 2024 meeting.

On a motion by Commissioner Carla White-Snyder, seconded by Commissioner Magalean Martin and carried unanimously on a roll call vote, Commissioners approved the Parks & Recreation Commission Meeting Minutes for October 28, 2024.

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

Noes: None

2. SUBJECT: Urban Forest Subcommittee members approve Urban Forest Subcommittee Meeting Minutes for October 4, 2024

RECOMMENDATION FOR ACTION: Staff recommends that the Urban Forest Subcommittee members approve the Urban Forest Subcommittee Meeting Minutes for October 4, 2024

On a motion by Commissioner Jon-Paul Valcarenghi, seconded by Vice Chair Adam Kirchgessner and carried unanimously on a roll call vote, the Urban Forest Subcommittee members approved the Urban Forest Subcommittee Meeting Minutes for October 4, 2024.

Ayes: Vice Chair Adam Kirchgessner, Commissioner Jon-Paul Valcarenghi

Noes: None

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 the time available for the rest of the agenda. If 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: Public members can submit written comments before the meeting. Comments should be submitted by email to WoodlandCSD@cityofwoodland.gov. 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 submit written comments on an item not listed on the agenda, please identify your e-mail/comment as a 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.

Commissioner White Snyder met with Senior Softball, and 2025 is the 40th year of the organization. She would like to invite the group to a future commission meeting to acknowledge the group.

G. BUSINESS ITEMS

3. Standing Committee Report

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

4. Approve Commissioner Absence Request

On a motion by Vice Chair Adam Kirchgessner, seconded by Commissioner Magalean Martin and carried unanimously on a roll call vote, Parks and Recreation Commissioners approved Chair Murrieta's request for absence for the February 2025 meeting.

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

Noes: None

H. REPORT OF THE STAFF

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

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

Verbal updates provided by Staff.

6. SUBJECT: Community Services Department Quarterly Status Report for the First Quarter FY25

RECOMMENDATION FOR ACTION: Staff recommends that the Parks and Recreation Commission receive the Community Services Department Quarterly Status Report for the First Quarter of FY25.

Verbal updates provided by Staff.

I. NEXT MEETING

7. The next meeting of the Parks & Recreation Commission is scheduled for January 27, 2025.

J. ADJOURN

On a motion by Commissioner Magalean Martin, seconded by Commissioner Carla White-Snyder and carried unanimously on a roll call vote, Parks & Recreation Commissioners adjourned the meeting at 6:56 pm.

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

Noes: None

FY25

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	7/22/24	9/23/24	10/28/24	11/25/24	1/27/25	2/24/25	3/24/25	4/28/25	5/19/25	6/23/25
Adam Kirchgessner	<i>present</i>	<i>present</i>	<i>present</i>	<i>present</i>						
Magalean Martin	<i>present</i>	EXCUSED	<i>present</i>	<i>present</i>						
Henry Murrieta	<i>present</i>	<i>present</i>	<i>present</i>	<i>present</i>		EXCUSED				
Jon-Paul Valcarenghi	<i>present</i>	<i>present</i>	ABSENT	<i>present</i>						
Carla White-Snyder	<i>present</i>	<i>present</i>	<i>present</i>	<i>present</i>	EXCUSED					
Quorum	YES	YES	YES	YES						

FY25 Commissioner Absence Request

Date Request Made

July 2024

Commissioner Martin 9/23/24

September 2024

No requests made

October 2024

Commissioner White Snyder 1/27/25

November 2024

Commissioner Murrieta 2/24/25

January 2025

February 2025

March 2025

April 2025

May 2025

June 2025



TO: THE PARKS & RECREATION COMMISSION
AGENDA: Parks & Recreation Commission Meeting
DATE: January 27, 2025
ITEM #: G.4
SUBJECT: Landmark Tree Nominations at Woodland Cemetery and Specimen Tree Nominations at Campbell Park

Recommendation for Action: Staff recommends that the Parks & Recreation Commission recommend 1) landmark tree designations of canary island palms at Woodland Cemetery, 2) specimen tree designations of a grove of Italian stone pines at Campbell Park, and 3) specimen tree designations of a grove of bald cypress at Campbell Park to the Woodland City Council for formal designation.

Staff Contact:

Christine Ferrara, Community Services Director
(530) 661-2000, christine.ferrara@cityofwoodland.gov

Fiscal Impact:

This action would result in a minimal budget impact to purchase and install signs acknowledging the landmark and specimen tree designations. The existing Community Services Department budget would be able to cover these expenses.

Background:

The City of Woodland and its residents have a long history of protecting and celebrating trees. In the 1930's Woodland adopted the motto "City of Trees" to demonstrate support for the protection of native heritage oaks and to advocate for the planting of new trees throughout the city. In addition to adopting a Climate Action Plan and an Urban Forest Management Plan, the City Council adopted an amended Tree Ordinance in 2022 which includes a formal definition of a "landmark tree" and a "specimen tree".

Section 12.48 of the Woodland Municipal Code defines "landmark tree" as a tree or a stand of trees which is of historical, cultural, or public significance as designated by the City Council upon the recommendation of all of the following groups and/or commissions: 1) Parks and Recreation Commission, and 2) Urban Forestry Group. It further defines "specimen tree" as any tree of interest because of size or unusual species, other than a heritage tree, which is of good quality in terms of health, vigor or growth and conformity to generally accepted horticultural standards of shape for its species, as designated by the City Council upon the recommendation of both the Parks and Recreation Commission and the Urban Forestry Group.

Landmark Trees - these landmark trees were approved by City Council at various meetings in 2005, 2017, 2019, and 2020

Valley Oak

- 512 Gibson Road (Gibson House Yolo County Historical Museum)
- 625 Elm Street (Dingle Elementary School)
- 520 West Street (Lee Middle School)
- 525 Granada Street (Douglass Middle School)

- 810 Hollister Road (Beamer Park) - 2 trees
- 629 Cleveland Street - (City Park)

Paradox Walnut- 629 Cleveland Street (City Park)

American Elm - 420 Third Street

London Plane - 524 Third Street

Cork Oak

- 525 Beamer Street (Beamer Elementary School)
- 526 Marshall Avenue (Douglass Middle School)

Canary Island Palm trees - 250 First Street (Woodland Public Library)

Specimen Trees - these specimen trees were approved by City Council in 2020

Interior Live Oak - 750 W. Southwood Drive (Ferns Park)

Gray Pine - 750 W. Southwood Drive (Ferns Park)

English Walnut - 750 W. Southwood Drive (Ferns Park)

Canary Island Pine - 1001 Main Street (Freeman Park)

Blue Atlas Cedar - 1001 Main Street (Freeman Park)

Special recognition is given to residents David Wilkinson and Rolf Frankenbach for their roles over the years for nominating the trees for landmark or specimen status and/or providing historical narratives for the trees.

Discussion:

Resident and Woodland Tree Foundation Member David Wilkinson has nominated the following trees for "landmark tree" and "specimen tree" designations. The Woodland Urban Forestry Group supports these nominations. If the Parks & Recreation Commission supports these recommendations, a request for approval for these proposed designations will be considered at a future City Council meeting.

Canary Island Palm Trees located at Woodland Cemetery for Landmark Tree status

There are a total of 44 Canary Island date palms, *Phoenix canariensis*, located in the historic Woodland Cemetery as follows (however, only 42 are being recommended for landmark tree designation as two are in poor health and will need to be removed):

- 15 palms planted linearly running east-west facing Cross Street.
- 24 palms lining the north-south paved road in the interior of the Cemetery (there are an additional 2 trees that are in poor health that will be removed)
- 1 palm located near the east side of this roadway
- 2 palms located west of this roadway; one of these palms is planted next to the gravestone of

Richard H. Beamer, former Woodland mayor, who purchased the palm trees planted at the Woodland Public Library in 1904.

As stated in the nomination submittal these regal palms lend structure and elegance to their landscapes and have been widely planted throughout California's temperate climate zones for much of its history. Additionally, as the name implies, this palm species is native to the Canary Islands, located off the northwest coast of Africa, where it is honored as the natural symbol of these islands. The nomination letter is provided as an attachment to this report for additional information.

Grove of Italian Stone Pines located at Campbell Park to be designated as Specimen Trees

There is a grove of thirteen Italian stone pines, *Pinus pinea*, that are located along Thomas Street at Campbell Park that are recommended to be designated as specimen trees. According to the nomination letter, this species is native to the Mediterranean region but has been planted worldwide in abundance in similar climates. Additionally, the species is known for the edible pine nuts it produces. The nomination letter is provided as an attachment to this report for additional information.

Grove of Bald Cypress located at Campbell Park to be designated as Specimen Trees

There are four bald cypress, *Taxodium distichum*, which form a small grove on the south side of Campbell Park. According to the nomination letter, these trees are sometimes referred to as "swamp cypress" because they are typically associated with the swamp lands of Louisiana where it is the official state tree. The nomination letter is provided as an attachment to this report for additional information.

The designation of these trees as landmark or specimen trees would result in the placement of signage at the trees for the public to be aware of the tree species and designation. While the trees technically have a greater protection with the designation, the designation does not preclude the City from maintaining the trees or removing them if needed due to their health or potential hazards to the public.

Conclusion:

Staff recommends that the Parks & Recreation Commission recommend 1) landmark tree designations of canary island palms at Woodland Cemetery, 2) specimen tree designations of a grove of Italian stone pines at Campbell Park, and 3) specimen tree designations of a grove of bald cypress at Campbell Park to the Woodland City Council for formal designation.

Prepared by: Christine Ferrara, Community Services Director

Attachments:

1. Landmark Tree Nomination
2. Specimen Tree Nomination
3. Maps for Nominations

November 12, 2024

Nomination of Canary Island Palm Trees Located at Woodland Cemetery for Landmark Status

Submitted By:

David Wilkinson
745 First Street
Woodland

I nominate the Canary Island date palms located at the Woodland Cemetery for landmark designation.

There are a total of 44 Canary Island date palms (*Phoenix canariensis*) located in the historic Woodland Cemetery as follows:

- 15 palms planted linearly running east-west facing Cross Street.
- 26 palms lining the north-south paved road in the interior of the Cemetery
- 1 palm located near the east side of this roadway
- 2 palms located west of this roadway; one of these palms is planted next to the gravestone of Richard H. Beamer, former Woodland mayor, who purchased the palm trees planted at the Woodland Public Library in 1904.

These regal palms lend structure and elegance to their landscapes and have been widely planted throughout California's temperate climate zones for much of its history. One famous planting is at Stanford University, which contains 600 Canary Island date palms that look right at home with the Mediterranean inspired architecture.ⁱ Some of Stanford's beloved Canary Island palms were planted as early as 1889. It is likely the cultivation of date palms at Stanford spread their popularity throughout northern California.

As the name implies, this palm species is native to the Canary Islands, located off the northwest coast of Africa, where it is honored as the natural symbol of these islands. It is related to the commercial date palm, *Phoenix dactylifera*. The fruit of the Canary Island date palm is edible, but does not have a pleasant taste. The Canary Island palm has sometimes been called the "pineapple palm" because when its lower crown is pruned, it gives the appearance of a pineapple.

Historical Context

Judging from the height of the Canary Island palms at the Woodland Cemetery, they are quite old. The exact dates of their planting is a bit sketchy, but archival articles from the *Woodland Daily Democrat* verify dates of at least some of the palms.

The 1904 Woodland Arbor Day program, scheduled to be held at the Woodland Cemetery, was moved to indoors due to rainy weather. The February 25, 1904 *Daily Democrat* news article stated:

All arrangements were originally perfected to be held at the cemetery, to be followed by the planting of palm trees on the north cemetery line...

Presumably, the row of 15 Canary Island date palms, which today we see set back from Cross Street, was planted in 1904 when the weather improved.

In 1908 additional “date palms” were planted at the Woodland cemetery during the annual Arbor Day celebration. In a February 22, 1908 story in the *Daily Democrat* the Women’s Improvement Club, which organized Arbor Day, invited the community to the Opera House for the program, followed by a planting of “date palms” at the cemetery. The palms planted that day could have been the 26 palms lining the N-S roadway inside the cemetery.

Palm trees were popular and being promoted in California during the early part of the 20th century. At the 1905 Woodland Arbor Day exercises held at the Walnut Street School, the Women’s Improvement Club gave away 1,000 packets of palm tree seeds to attendees, many of whom were students. Attendees were asked to plant them or grow trees to be planted at future Arbor Day events. ⁱⁱ

Today we see Canary Island palms and California fan palms growing in yards throughout old town Woodland, representative of their popularity in the early 20th century landscape. There were stands of Canary Island palms planted near the historic Woodland train depot, two of which were transplanted in front of the State Theatre in 2017. There are Canary Island palms at the gateway to Downtown Woodland at Main/East streets. Woodland’s first Modernist house (1912) located at 555 College Street has several mature date palms in the landscape. The Canary Island palms planted in front of the Woodland Public Library in 1904 were previously designated Woodland historic landmarks.

Canary Island date palms can live for 200-300 years with proper care and avoidance of disease. Thus, the species we see in Woodland could remain a contributor to the historic landscape for several more generations. The palms at the cemetery are likely at least a century old.

ⁱ <https://stanfordmag.org/contents/high-and-mighty>

ⁱⁱⁱ *Woodland Daily Democrat*, February 25, 1905.

October 29, 2024

Nomination of Specimen Trees at Campbell Park

Submitted By:

David Wilkinson
745 First Street
Woodland

Historical Context

Campbell Park was named to honor Hannah B. Campbell (1880-1975). A bronze plaque dated 1967 is installed at the entrance to the park. Hannah Campbell lived a long, adventurous and meaningful life. She was married to Charles M. Campbell (1881-1975). Hannah was born in Wisconsin, the daughter of Norwegian immigrants. Charles was from Siskiyou County, California. The couple married in San Francisco in 1907. The Campbells moved around the world to far-flung (and chilly) countries where Charles was employed as a mining engineer in goldfields.

After living in Alaska they moved west to Siberia where Charles worked its gold mines. During the upheaval of the Russian Revolution in 1917 followed by WWI, Russian parents in Petrograd sent thousands of children to rural Siberia in the lower Ural Mountains area with teacher-supervisors for summer holidays in so-called “children’s colonies” where food was more plentiful and the natural landscapes were relatively safe. As the summer of 1918 waned, civil war fighting in the area of the children’s colony disrupted food supplies and the weather turned cold. It became impossible for the children to return home because of broken railroad lines, warfare, and general chaos. 800 children were stranded.

American Red Cross volunteers, which included Hannah Campbell who was living in Russia at the time, intervened to aid the children. Campbell and other Red Cross workers reached the children and arranged to have them transported by train in dangerous situations to the Pacific port city Vladivostok where America had stationed soldiers. Campbell and other Red Cross workers managed to find and furnish barracks for the children in Vladivostok and arrange study, music and recreation programs. ⁱ

Because of the disruption of the Russian civil war, there was no way to return the children by railroad back to Petrograd. Instead, the American Red Cross arranged to charter a Japanese ship, equipped for the 800 children, to transport them back the other direction, with stops in San Francisco, New York, and Paris. It took two years, but the children finally made it home in 1920 and were united with their parents after circumnavigating the globe by ship under the care of the Red Cross. ⁱⁱ

Charles and Hannah moved from Russian to Shanghai around 1920 where Charles became a YMCA official, then worked for Otis Elevator. Hannah continued International Red Cross activities.

The Campbells eventually settled in Woodland in 1940 at a time when war tore apart China. A cousin, Frank Morris, ran a Main Street soda fountain, which Hannah took over after Frank was drafted. The soda fountain became known as “Ma’s Place” and Hannah’s endearing and enduring sobriquet became “Ma” Campbell. In the 1950s Charles ran a nursery business Hannah later worked as a secretary. Hannah was very active in civic affairs, serving on the city council from 1947-1951, which was a rarity for a woman during this era. In 1951 she helped plant a tree at Beamer Park when the Woodland Chamber of Commerce kicked off its seasonal tree planting program. ⁱⁱⁱ

Hannah chose not to run for a second term on the city council, but switched her interest to education. She was elected to the Woodland School Board serving in the 1950s. Hannah was also active in the Community Chest charitable programs during this time, among other civic activities. Hannah and Charles died within days of each other in 1975. She was 94 and he was 95. Hannah was quite elderly when the City named a new park in her honor in 1967. The park was not finished at that time, but presumably opened shortly thereafter.

Some of the trees planted at Campbell Park are likely as old as the mid-20th century park and have reached maturity. Several of these species casting filtered shade and lacey shadows are uncommon Woodland trees. It is likely that the trees I am nominating as specimen trees were selected by Alvin L. Hiatt (1919-2010) who was the Public Works Director and “tree czar” during his tenure from 1956-1983. Al Hiatt loved trees and continually experimented with different species, eliminating those trees which were high maintenance, attracted pests, or wrecked sidewalks. Campbell Park provided a proving ground for Hiatt to experiment with trees unsuitable for planting along city streets. When I interviewed Al Hiatt at his home in 2006 he presented me with 33 species of trees he experimented with written on graph paper. Some made his final cut; others did not.

Al Hiatt would be pleased to know that these tree specimens I am nominating for public recognition and educational purposes are fixtures at Campbell Park, shaping the unique character and landscape of this public space. The longevity of these trees transcend generations of soccer players, walkers, bike riders, and the array of birds and wildlife to be found at Campbell Park, now 57 years old, today and into the future.

Grove of Italian Stone Pines

There is a shady grove of 13 Italian stone pines *Pinus pinea* that welcome people to Campbell Park along Thomas Street and provide shade for a children’s play structure. Sometimes called the “umbrella pine” because of the shape of its crown at maturity, the species is native to the Mediterranean region, but has been planted worldwide in abundance in similar climates. This species has been prized for millennia for the edible pine nut it produces. The tasty nuts take 36

months for the cones to mature, the longest of any pine. The average height of the tree is 40-60 feet with a spread of 25-40 feet. Historically, this pine species has been associated with the Roman Empire, the Ottoman Empire, the Italian Renaissance, and in more recent times has become a prized landscape tree in California, South Africa, and Australia. With proper care, Italian Stone Pines can live for at least a century.

Grove of Bald Cypress

The four bald cypress *Taxodium distichum*, which form a small, shady grove on the southern side of Campbell Park, are sometimes called “swamp cypress” because they are typically associated with the swamp lands of Louisiana, where it is the official state tree. This American tree is distributed over a wide range, however, from New Jersey south to Texas. The species is very adaptable to a wide range of landscapes. It can grow in a diversity of soils, preferring a moist environment, but tolerates dryer landscapes.

The bald cypress is renowned for its longevity, with some specimens living well past 1,000 years. The species can reach heights of 100 feet with a trunk diameter of 3-7 feet. Bald cypress heartwood is prized for its rot-resistant properties and used extensively in the woodworking industry. Both male and female cones are produced annually on individual trees. The seeds mature in October. Squirrels enjoy bald cypress seeds.

The trunk of the bald cypress is massive, tapered, and wider at the lower part of the tree. The species has the appearance of being evergreen, but loses its needle-like leaves in the fall after turning color. Small cones are produced in spring and generate seeds in autumn. The tree’s unusual name is a mystery. This graceful, beautiful tree deserves to be seen in more Woodland parks.

ⁱ <https://jsis.washington.edu/ellisoncenter/news/a-story-of-hope-and-compassion-for-todays-divided-world-how-a-century-ago-two-seattleites-saved-800-russian-children/>

ⁱⁱ <https://www.redcross.org/about-us/news-and-events/news/2021/red-cross-volunteers-rescue-hundreds-of-russian-children-in-wwi.html>

ⁱⁱⁱ *Woodland Daily Democrat*, March 12, 1951

42 Canary Island Palms
WOODLAND CEMETERY
800 West Street



13 Stone Pines
CAMPBELL PARK
701 Thomas Street



4 Bald Cypress
CAMPBELL PARK
701 Thomas Street





TO: THE PARKS & RECREATION COMMISSION
AGENDA: Parks & Recreation Commission Meeting
DATE: January 27, 2025
ITEM #: H.5
SUBJECT: Community Services Department Staff Report for January 27, 2025

Subject: Community Services Department Staff Report for January 27, 2025

Recommendation for Action: Staff recommends the Parks & Recreation Commission receive the Community Services staff report for January 27, 2025.

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 January 27, 2025.

Attachments:

1. CSD Staff Report January 2025

**Parks & Recreation Commission
Community Services Department
Monthly Staff Report
January 2025**

Parks & Recreation Facility Updates

Aquatics Center Project (CIP 19-18) Update:

The construction of the pool project remains on schedule despite experiencing a wet end to December. The foundation for the shade canopy was successfully poured before the heavy rainfall. The concrete masonry walls of the new aquatics building are expected to reach their final height by the end of this week. Work on the site utilities is also ongoing, including installing the main sanitary sewer line and the project's fire and domestic water services. Excavation for the pools is scheduled to begin in February, weather permitting. The delivery of electrical switchgear, expected in mid-September, along with PG&E energizing the service, remains critical for the project's completion. The anticipated completion date is still set for December 2025.

Community Center Parking Expansion Project (CIP 24-08) Update:

The design for the expanded parking area west of the Community & Senior Center is almost complete. Key features of the design include converting the existing turf area along East Street into additional parking spaces and implementing landscape and irrigation improvements. The project will create 96 new parking spaces, including accessible spaces and four electric vehicle (EV) charging stations. Additionally, infrastructure will be installed to support 28 EV-capable parking spaces for future EV charging station use.

The construction documents are expected to be advertised by the end of January, with a bid opening scheduled for mid-to-late February. Staff anticipates presenting a construction contract to the City Council for approval at the first meeting in March, allowing construction to begin in the spring. The construction is expected to take approximately six months, with project completion estimated for fall 2025, just before the new aquatics center is slated to open.

Community & Senior Center

Reservations since the last report

Private Reservations	City-Related Reservations
Flying Needles Quilters' Guild Mtg	Kiwanis Meeting (2)
WCMG shareholders' meeting	WCEA meeting
	YCPARMIA Training
	Sustainability Advisory Committee Mtg
	HR Testing

Parks & Facility Projects

Projects completed since the last report

Park/Recreation Facility	Projects Completed
Community & Senior Center	Resurfaced floors in Banquet Rooms and C- Court. Installed retractable shades in the Arts & Crafts room.
Crawford Park	Repaired and refreshed the walking path with more decomposed granite.
Freeman Park	Prepared the park for the seasonal skating rink.
Pioneer Park	Installed a new slide.
Skip & Julie Davies Sports Park	Installed safety fence tops to the ball field outfield fences.
Woodside Park	Repaired and refreshed the walking path with more decomposed granite.
<u>Other City locations</u>	
Regional Park	Performed weed abatement throughout the park.
Pedestrian Overcrossing	Installed cement pad and permanent garbage can.
Main Street	Power-washed trash cans.
Solar City Parking Lot	Repaired vinyl fencing.

Cemetery

Four total burials and two cremains burials occurred in November and December, generating \$23,649 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-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
24-April	No Quorum												
24-May	0	0	10	0	0	1	6	0	1	0	7	0	25
24-June	0	0	19	1	0	1	6	0	1	0	12	0	40
24-July/August	0	1	45	10	0	1	17	0	1	0	22	0	97
24-September	0	2	70	2	0	1	17	0	0	0	22	0	114
24-October	0	1	70	1	0	0	18	1	1	0	38	0	130
24-November/December	0	1	43	2	0	1	10	0	2	0	40	0	99
Total completed	Work orders numbers for the reporting period: 92 Work Orders : 15 Service Request												

Work Orders: Staff regularly assess different categories of work orders that still need to be completed. Staff are working with homeowners on tree replacements to identify the type of tree they would like to have planted. Then, as staffing levels and weather permit, staff will coordinate the planting of the tree (the Woodland Tree Foundation has also been assisting with these tree plantings).

Tree Plantings and Removals: No tree plantings or removals have been performed for the 2025 calendar year.

Recreation Activities, Events, and Programs

Events

Cocoa with Santa Paws: On December 4th, over 160 families gathered at the Woodland Dog Park with their dogs (and one cat) to celebrate the holiday season with Cocoa with Santa Paws. Attendees could take festive photos with Santa and let their dogs "paint" Christmas ornaments. Everyone enjoyed hot cocoa and snacks, with all activities designed to be enjoyable for dogs and humans. Some people even dressed their pups up for the Festive Fido Contest.



Participants of Cocoa with Santa Paws

Parents' Night Out: Parent's Night Out was held at the Community & Senior Center on Friday, December 13. This event provided parents with an opportunity to go shopping or have a date night and gave the kids a few hours of fun. Forty-five kids from ages 5 to 12 attended the winter-themed event, which included games and activities, crafts, and dinner.



Participants of Parent's Night Out

Polar Bear Plunge: The Polar Bear Plunge is an annual event on January 1st. Participants jump into an unheated pool to symbolically welcome the new year and embrace a fresh start. This tradition fosters a sense of community and renewal. This year's Polar Bear Plunge had 92 participants who jumped into the Charles Brooks Community Swim Center, where the temperature was 57 degrees. After their cold dip, participants warmed up with hot cocoa and had the opportunity to win raffle prizes.

Dr. Martin Luther King Jr. Youth Essay and Art Contest: In honor of Dr. Martin Luther King Jr., local students were invited to participate in an Essay and Visual Art Contest. Nine winners were selected from seventy-one entries in categories including artwork, poetry, and essays. The winners, who were in grades 1 through 11, represented seven different schools. On January 21, the students were recognized for their outstanding work during a City Council meeting.

Woodland Writes: Woodland Writes is a project to reach homebound seniors this Valentine's Day. Community members are encouraged to buy, create, or make Valentine's Day cards that will be delivered to seniors in the area, spreading love throughout the community. Each year, the Community Services Department collaborates with Meals on Wheels to identify seniors who will receive these heartfelt letters. Cards will be accepted at the Community Services office until February 12 for delivery by Valentine's Day. This year's goal is to deliver more than 700 cards. Please drop off your cards and letters at the Woodland Community & Senior Center at 2001 East Street.

General Recreation

Zumba Kids: Instructor Briana Robinson teaches Zumba Kids and Zumba Kids Jr. During November, her classes brought in \$860. The program had 17 kids and 51 participant hours.

Scottish Country Dance: Instructor Michael Gregg leads Scottish Country Dance. The program runs on Mondays for ages 16 and up. Beginners are welcomed from 6:00 to 7:30 p.m., and more experienced dancers attend from 7:00 to 9:00 p.m. The last eight-meeting session ran from November to December with 24 participants, accounting for 336 participant hours while taking in \$280.

Tai Chi: Tina Duan teaches the beginner and beginner/intermediate Tai Chi classes. During December, she had 29 participants, who accounted for 119 participant hours and \$1,402 in revenue. She also offers a Dance Fitness class on Monday mornings at 10 a.m.

Noteworthy Dates

January 21 – Woodland Writes begins

January 31 – Game On!

February 7 – Valentine's Day Cookie Decorating



TO: THE PARKS & RECREATION COMMISSION
AGENDA: Parks & Recreation Commission Meeting
DATE: January 27, 2025
ITEM #: H.6
SUBJECT: Community Services Department Quarterly Status Report
for the Second Quarter of FY25

Recommendation for Action: Staff recommends that the Parks and Recreation Commission receive the Community Services Department Quarterly Status Report for the Second Quarter of FY25.

Staff Contact:

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

Discussion:

This Quarterly Status Report covers the period from October through December 2024. It summarizes recreation programming, events, parks, recreation facility operations, and maintenance. The report also contains a narrative of major work performed and notable department highlights.

Conclusion:

Staff recommends that the Parks and Recreation Commission receive the Community Services Department Quarterly Status Report for the Second Quarter of FY25.

Prepared by: Kris Bain, Community Services Program Manager

Reviewed by: Christine Engel, Community Services Director

Attachments:

1. CSD Quarter 2 FY25

Community Services Department Quarterly Status Report Second Quarter FY25

The following is a summary of the programs, activities, and events organized by the Community Services Department for the second quarter of FY25, covering the period from October to December 2024.

This report references participant hours. The methodology for calculating participant hours is explained at the end of the document. Participant totals (total number of participants and total participant hours) represent the overall number of participants and hours for the entire reporting period.

Quarterly Highlights

- Approximately 30,524 participant hours were recorded for aquatics, youth, teen, and adult recreation activities and classes.
- Approximately 2,671 people attended events at the Community & Senior Center during facility rentals.
- Over 700 people participated in events such as the Trilogy Challenge Disc Golf Tournament, Teen Pack Throwdown, Movies on Main Street, Floating Pumpkin Patch, Cocoa with Santa Paws, and Parent's Night Out.
- Approximately 11,411 participant hours were recorded for senior programs and events.



Floating Pumpkin Patch, October 25, 2024

Program Marketing

During this reporting period, the Department used the following marketing efforts to promote the recreation program offerings, community events, and senior programs.

- Direct Marketing: Staff marketed activities to current and past participants for the Floating Pumpkin Patch, Youth Basketball League, Parents Night Out, and other upcoming fall and winter activities with flyers, digital flyers, emails, and banners.

- Senior Newsletter: The Senior Gram newsletter is mailed to more than 750 households monthly and is available online at www.cityofwoodland.gov/seniors.
- Social Media: The Department utilizes Facebook, Instagram, and Nextdoor to advertise upcoming events and recreation programs.
- Rec2Go: Rec2Go provided departmental outreach at community events and activities such as the Yolo County Farmworkers Festival, Trunk or Treat on Main Street, TILLYfest, and several school fall functions.

Parks & Recreation Facilities

Community & Senior Center Facility Reservations

The Community & Senior Center's facility rental program is intended to generate revenue for the City of Woodland and offer a venue for community events. Rentals at the Community Center include meetings, parties (such as bridal and baby showers), weddings and receptions, quinceañeras, and business meetings. Reservations for the facility during the second quarter are listed below.

	General Facility Rentals <i>Includes rentals receiving discounts</i>	Facility Rentals <i>with Fees Waived</i>
Number of Rentals	16	15
Approximate Participants	2,086	585
Total Fees	\$25,480	\$23,972 (waived)

Youth User Groups Field Use

Players Fees

Youth organizations utilize city-owned fields for soccer, baseball, and softball practices and games. Historically, these organizations have been charged "Player Fees" to cover the cost of field usage. However, with the passage of Measure J (now Measure R), these fees for Woodland residents have been waived for all youth organizations using city fields, resulting in significant savings of thousands of dollars for the organizations. Players from youth organizations who do not reside within city limits are considered non-residents and are required to pay a fee of \$46 per player for each season.

Youth sports organizations who used City of Woodland fields reported for the Fall 2024 season:

- 1, 256 youth players (326 baseball players + 120 softball players + 810 soccer players)
- \$35,168 in City fees were waived

Parks and Recreation Facility Improvement Projects

Park/Recreation Facility	Projects Completed
Community & Senior Center	Resurfaced floors in the banquet room and C-court (aerobics room). Installed retractable shades in the arts & crafts room.
Crawford Park	Installed a storage container adjacent to the pickleball court (container purchased by Woodland Area Pickleball Association). Refreshed DG walking path.
Freeman Park	Prepared the park for the skating rink.
Pioneer Park	Installed a new slide.
Skip & Julie Davies Sports Park	Installed nets to keep soccer balls from going over the fence at CR 24A. Installed safety fence tops to the ball field outfield fences.
Woodside Park	Refreshed DG walking path.
Other City locations Regional Park Pedestrian Overcrossing Main Street City Parking Lot	Performed weed abatement throughout the park. Installed cement pad and permanent garbage can. Power-washed trash cans. Repaired vinyl fencing.

Recreation Activities – Special Events

Event	Event Date	Total Participants	Participant Hours	Fees Collected
Teen Pack Throwdown*	Oct. 4	46	138	\$230
Trilogy Challenge Disc Golf	Oct. 5	32	112	\$1,280
Movies on Main Street*	Oct. 11	350	1,050	Free event
Floating Pumpkin Patch*	Oct. 25	114	57	\$570
Cocoa with Santa Paws*	Dec. 4	160	160	\$176
Parent's Night Out	Dec. 13	46	184	\$528
Total Participants		748	1,701	\$2,784

* Event funded by Measure R



Cocoa with Santa Paws, December 4, 2024

Recreation Activities - 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 swimming, water aerobics, and the Woodland Swim Team's use of the pool.

Aquatics Program	Total Participants	Participant Hours	Fees Collected
Lap Swim & Water Aerobics	4,942	4,942	\$5,091
Rentals	n/a	n/a	\$5,774
Total	4,942	4,942	\$10,865

Rentals

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 on-site during the scheduled event. Fees collected during the second quarter included \$722 for general swim meet reservations and \$5,052 from the Woodland Swim Team.

Recreation Activities - Youth & Teen Recreation

The department offers a variety of youth and teen recreation programs 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 for youth and teens.

Youth Recreation Program	Total Participants	Participant Hours	Fees Collected
After School Teen Pack*	1,402	3,576	Free Program
Rec2Go*	2,470	8,398	Free Program
Total	3,872	11,974	No fees collected

*Program funded by Measure R

Recreation Activities - Contract Classes

The City contracts with outside instructors to teach recreation and leisure classes for people of all ages. For all classes except tennis and boxing, the City keeps 30% of the fees collected and non-resident fees. For the tennis program, the City keeps 10% of the fees. The City supplements the boxing programs (utilizing recreation program revenue and Measure R to assist with paying the contractors).

Contract Class	Total Participants (3 months)	Participant Hours (3 months)	Fees Collected (3 months)	Total Expense (3 months)	Net Revenue (3 months)
Art w/ Stephanie	7	14	\$363	\$240	\$123
Boxing Youth*	94	940	\$1,416	\$4,200	-\$2,784
Boxing Adult	60	600	\$1,518	\$4,800	-\$3,282
Cello Tennis Academy	193	541	\$6,707	\$6,036	\$671
Country Line Dance	263	395	\$2,040	\$1,428	\$612
Cuban Salsa	8	32	\$315	\$196	\$119
Dance Fitness & Tai Chi	107	443	\$4,830	\$3,178	\$1,652
Pilates	28	224	\$944	\$647	\$297
Rock Steady Boxing	49	686	\$940	\$750	\$190
Scottish Country Dance	24	336	\$815	\$526	\$289
Yoga	27	208	\$1,031	\$711	\$321
Zumba Kids	17	51	\$860	\$595	\$265
Total	877	4,470	\$21,779	\$23,307	-\$1,527

*Program funded by Measure R

Recreation Activities - Adult Sports

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

Open Gym	Total Sign-Ins	Participant Hours	Fees Collected
Badminton	948	2,844	Free
Pickleball	66	198	Free
Total	1,014	3,042	\$0

League Sports	Teams	Total Participants	Participant Hours	Fees Collected
Basketball (fall league)	22	220	1,760	\$13,200
Softball (fall league)	36	423	3,888	\$19,740
Volleyball (fall league)	7	56	448	\$2,940
Total	65	699	6,096	\$35,880

Recreation Activities – Senior Activities

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 11,411 participant hours during the second quarter.

Senior Programs

Programs	Total Sign-Ins	Participant Hours	Fees Collected
Art Classes	399	1,074	Free Programs
Exercise Classes	2,261	1,356	Free Programs
Games	933	3,031	Free Programs
General Programs	912	3,956	Free Programs
Support Groups	182	344	Free Programs
Total	4,687	9,761	\$0

Senior Events

Programs	Date	Participants	Participant Hours
SCI Thanksgiving Dinner	Nov. 14	300	750
SCI Holiday Social	Dec. 12	300	900
Total		600	1,650

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 report 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, 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 Dive-In Movie, 4th of July, Rec2Go visits

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 number of participants for the three-month period. The same participants could be doubled or triple counted if they participated each month (e.g., drop-in lap swim).