

City of Woodland

City Hall
Council Chambers
300 First Street
Woodland, CA 95695



Parks & Recreation Commission Meeting –

Monday, January 27, 2025

6:30 PM

A. CALL TO ORDER

Meeting called to order at 6:30 pm.

B. ROLL CALL

Parks and Recreation Commissioners Present: Vice Chair Adam Kirchgessner, Commissioner Magalean Martin, Commissioner Jon-Paul Valcarenghi

Absent: Chair Henry Murrieta

Excused: Commissioner Carla White-Snyder

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.

On a motion by Commissioner Jon-Paul Valcarenghi, seconded by Commissioner Magalean Martin and carried unanimously on a roll call vote, the Parks & Recreation Commission approved the Parks & Recreation Commission Meeting Minutes for November 25, 2024.

Ayes: None

Noes: None

Absent: Chair Henry Murrieta

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.

Vice Chair Kirchgessner expressed interest in working better with Woodland Joint Unified School District for potential opportunities for usage of facility usage and

increased promotion. The Department Evaluation and Program subcommittee will work with staff to address.

G. BUSINESS ITEMS

2. Standing Committee Report

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

No updates were provided by the committees.

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.

On a motion by Vice Chair Adam Kirchgessner, seconded by Commissioner Magalean Martin and carried unanimously on a roll call vote, the Parks & Recreation Commission approved the Landmark Tree Nominations at Woodland Cemetery and Specimen Tree Nominations at Campbell Park.

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

Noes: None

Absent: Chair Henry Murrieta

H. REPORT OF THE STAFF

Recreation staff members Eric Buechler, Recreation Supervisor, and Vanessa Guerrero, Recreation Coordinator, provided program updates to the Commission.

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

Verbal updates provided by Staff.

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.

Verbal updates provided by Staff.

I. NEXT MEETING

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

J. ADJOURN

On a motion by Commissioner Magalean Martin, seconded by Commissioner Jon-Paul Valcarenghi and carried unanimously on a roll call vote, the Parks & Recreation Commission adjourned the meeting at 6:59 pm.

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

Noes: None

Absent: Chair Henry Murrieta