



City of Woodland

Meeting Agenda

Parks & Recreation Commission

City Hall
Council Chambers
300 First Street
Woodland, CA 95695

October 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 July 28, 2025

RECOMMENDATION FOR ACTION: Staff recommends that the Parks & Recreation Commission approve the July 28, 2025 meeting minutes.

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.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 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. PRESENTATION

H. BUSINESS ITEMS

2. Election of Officers
3. Standing Committee Report
 - Facilities Committee
 - Program & Department Evaluation
 - Budget & Finance Committee

- Urban Forest Committee
- Volunteerism Committee

4. Approve Commissioner Absence Request

I. REPORT OF THE STAFF

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

RECOMMENDATION FOR ACTION: The Parks & Recreation Commission will receive the CSD staff report for October 27, 2025

J. NEXT MEETING

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

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 **OCTOBER 27, 2025** was posted on **OCTOBER 21, 2025** in the outside display cases at the Woodland Community & Senior Center, located at 2001 East Street, and City Hall, located at 300 1st Street. The agenda is also available online at www.cityofwoodland.gov.*

Community Services Program Manager, Kris Bain

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

Recommendation for Action:

Staff recommends that the Parks & Recreation Commission approve the July 28, 2025 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 July 28, 2025.

Conclusion:

Staff recommends that the Parks & Recreation Commission approve the July 28, 2025 meeting minutes.

Prepared by: Kris Bain, Community Services Program Manager

Attachments:

1. Parks & Recreation Commission Minutes July 28, 2025

City of Woodland

City Hall
Council Chambers
300 First Street
Woodland, CA 95695



CITY OF
WOODLAND
CALIFORNIA

Parks & Recreation Commission Meeting –

Monday, July 28, 2025

6:30 PM

A. CALL TO ORDER

6:30 pm

B. ROLL CALL

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

Absent:

Excused: Vice Chair Adam Kirchgessner

C. PLEDGE OF ALLEGIANCE

D. APPROVAL OF MINUTES

- 1. SUBJECT: Approve Parks & Recreation Commission Meeting Minutes for June 23, 2025

RECOMMENDATION FOR ACTION: Staff recommends that the Parks & Recreation Commission approve the June 23, 2025 meeting minutes.

On a motion by Commissioner Carla White-Snyder, seconded by Commissioner Magalean Martin and carried on a 4-0 vote, Parks & Recreation Commissioners approved the Parks & Recreation Commission Meeting Minutes for June 23, 2025

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

NOES:

ABSENT:

EXCUSED: Vice Chair, Adam Kirchgessner

E. COMMUNICATIONS - PUBLIC COMMENT

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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 addressed the need for maintenance on Ferns Park's horseshoe pits. Chair Murrieta addressed the cracks at Beamer Park's tennis courts.

G. BUSINESS ITEMS

2. Election of Officers

On a motion by Commissioner Jon-Paul Valcarengi, seconded by Commissioner Carla White-Snyder and carried on a 4-0 vote, the Parks & Recreation Commissioners appointed Commissioner Kirchgessner to the chair of the Parks & Recreation Commission through June 30, 2026.

AYES: Chair Henry Murrieta, Commissioner Magalean Martin, Commissioner Jon-Paul Valcarengi, Carla White-Snyder

NOES:

ABSENT:

EXCUSED: Commissioner Kirchgessner

On a motion by Commissioner Jon-Paul Valcarengi, seconded by Commissioner Carla White-Snyder and carried on a 4-0 vote, the Parks & Recreation Commissioners appointed Commissioner Murrieta to the vice chair of the Parks & Recreation Commission through June 30, 2026.

AYES: Chair Henry Murrieta, Commissioner Magalean Martin, Commissioner Jon-Paul Valcarengi, Carla White-Snyder

NOES:

ABSENT:

EXCUSED: Commissioner Kirchgessner

3. Standing Committee Report

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

The Facilities Committee will connect with staff to coordinate monthly park tours for the upcoming year.

4. Approve Commissioner Absence Request

On a motion by Commissioner Magalean Martin, seconded by Commissioner Jon-Paul Valcarengi and carried on a 4-0 vote, Parks & Recreation Commissioners approved Commissioner White-Snyder's absence from the September meeting on September 22, 2026.

AYES: Chair Henry Murrieta, Commissioner Magalean Martin, Commissioner Jon-Paul Valcarengi, Commissioner Carla White-Snyder

NOES:

ABSENT:

EXCUSED: Vice Chair Kirchgessner

H. REPORT OF THE STAFF

5. SUBJECT: Community Services Department Staff Report for July 28, 2025

RECOMMENDATION FOR ACTION: The Parks & Recreation Commission will receive the CSD staff report for July 28, 2025

Staff provided verbal updates.

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

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

Staff provided verbal updates.

I. NEXT MEETING

7. The next Parks & Recreation Commission meeting is scheduled for September 22, 2025.

J. ADJOURN

On a motion by Commissioner Jon-Paul Valcarengi, seconded by Commissioner Carla White-Snyder and carried on a 4-0 vote, the Parks and Recreation Commissioner adjourned the meeting at 7:00 pm.

AYES: Chair Henry Murrieta, Commissioner Magalean Martin, Commissioner Jon-Paul Valcarengi, Commissioner Carla White-Snyder

NOES:

ABSENT:

EXCUSED: Vice Chair Kirchgessner



Parks & Recreation Commission

2025-2026

NAME	E-MAIL ADDRESS	Term Expiration
Magalean Martin	loladyred@sbcglobal.net	6/30/2027
Henry Murrieta, Chair	h_murrieta@yahoo.com	6/30/2026
Jon-Paul Valcarenghi	Jon-Paul.Valcarenghi@cityofwoodland.gov	6/30/2029
Carla White-Snyder	whitesnyderc@gmail.com	6/30/2026

Term duration = 4 years

STANDING COMMITTEES

(Max. 2 commissioners)

Facilities Committee
Valcarenghi, **White-Snyder**

Budget and Finance Committee
Martin, Kirchgessner

Program & Department Evaluation
Murrieta, **Martin**

Urban Forest Committee
Valcarenghi, Kirchgessner

Ad Hoc Committee
White-Snyder

Volunteerism Committee
Murrieta, Martin

Liaisons

Baseball:

Soccer: Swimming: Valcarenghi

Softball: White-Snyder

Tennis: White-Snyder

* Bold indicates lead Commissioner for the Committee

* () Indicates Alternate

Commission typically meets the fourth Monday of each month at 6:30 p.m. at the City Council Chambers.

Online agenda and packet available at: <http://www.cityofwoodland.gov>

For additional information, please call (530) 661-2000

FY26

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 26 Commissioner Attendance

Commissioners	7/28/25	9/25/25	10/27/25	11/24/25	1/26/26	2/23/26	3/23/26	4/27/26	5/18/26	6/22/26
Magalean Martin	X	ABSENT								
Henry Murrieta	X	X								
Jon-Paul Valcarenghi	X	X								
Carla White-Snyder	X	EXCUSED								
Quorum	YES	NO								

FY26 Commissioner Absence Request

Date Request Made

July 2025

9/25/25 - White-Snyder

September 2025

No requests made

October 2025

November 2025

January 2026

February 2026

March 2026

April 2026

May 2026

June 2026



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

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

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

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

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

Conclusion: Staff recommends that the Parks & Recreation Commission receive the Community Services staff reports for October 27, 2025

Attachments:

1. CSD Staff Report October 2025

Parks & Recreation Commission

Community Services Department Monthly Staff Report

October 2025

Parks & Recreation Facility Updates

Community & Senior Center

Reservations since the last report

Reservations
Parking Lot Construction Meeting (4)
Church Services (4)
Kiwanis Club Meeting (2)
Sustainability Advisory Committee Meeting
CWEA Training Day - PW
CV/SF Chapter WasteReuse Q3 Meeting
Flying Needles Quilters Guild Meetings

Parks & Facility Projects

Projects completed since the last report

Park/Recreation Facility	Projects Completed
Charles Brooks Community Swim Center	Performed maintenance and repairs to boilers.
Cline Park	Repaired a rusted light pole. Two decks and stairs were replaced on the playground.
Community & Senior Center	Installed automatic door openers on one set of restrooms. Performed major repairs on the aerial work platform.
Crawford Park	Added decomposed granite to the walking paths. Installed engineered wood fiber in the playgrounds.
Everman Park	Placed new park benches. Installed engineered wood fiber in the playgrounds.
Woodside Park	Added decomposed granite to the walking paths.

Cemetery

One cremains' burial and two full burials occurred in September, generating \$19,681 in sales.

Urban Forestry

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. As staffing levels and weather permit, staff coordinate the planting of the tree (the Woodland Tree Foundation has also been assisting with these tree plantings).

Tree Plantings and Removals: For the 2025 calendar year, 92 trees were planted, and 70 were removed.

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
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
25-January	0	0	27	2	0	1	7	0	0	0	64	0	101
25-February	0	0	18	2	0	1	7	0	0	0	45	0	73
25-March	0	0	16	1	0	1	6	0	0	0	44	0	68
25-April	0	0	11	1	0	1	5	1	0	0	44	0	63
25-May	0	1	25	3	0	1	3	2	0	0	32	0	67
25-June	0	1	38	7	0	1	6	0	0	1	46	0	99
25-July/August	0	0	58	3	0	1	11	0	0	0	63	0	137
25-September	0	1	81	19	0	1	24	2	0	0	80	0	208
Total completed	Work orders numbers for the reporting period: 35 Work Orders : 14 Service Request												

Recreation Activities, Events, and Programs

Events

Fall Movie Series: The Fall Movie Series continued with Flashback Friday on September 26, featuring *The Goonies*, and concluded with Movies on Main on October 10, showing *The Wild Robot*. The last two events took place at Freeman Park. Over 150 people attended each event.



Movies on Main Street, October 10

Adult Sports

Fall Adult Softball League: The six-week Fall Adult Softball League concluded the week of October 9. This league featured 30 teams competing across five divisions. Games were held on Thursday and Friday evenings.

Aquatics

Lap Swim & Water Exercise Winter Hours: As part of the City's annual transition to the traditional off-season schedule, adjustments have been made to the aquatics programming hours. Evening lap swim hours have been modified to 7:00–8:00 pm, and weekday lap swim has been adjusted to a condensed time of 11:00 am–1:00 pm. The adjustment in the schedule reflects the anticipated attendance decline during the winter.

High School Water Polo Tournament: On October 11, Charles Brooks Community Swim Center hosted a high school water polo tournament. The event was held the entire day, with two games scheduled per hour. This pool reservation generated \$1,700 in revenue.

Youth Recreation

Youth Flag Football Clinic: The Youth Flag Football clinic wrapped up its first session on September 25. Ten participants in grades 4th through 8th grade met on Tuesdays and Thursdays at Spring Lake Park for five weeks to learn the fundamentals of flag football in a fun, non-contact environment. Through drills and scrimmages, participants learned skills such as passing, catching, route running, and teamwork. The program's second session was scheduled for September 30 through October 30.



Flag Football participant

Mini Monet Toddler Art: Mini Monet Toddler Art is a new class for toddlers and caregivers to squish, smear, and explore. This hands-on sensory art class is all about creativity, connection, and colorful fun. The class meets on Wednesday afternoons at the Woodland Community & Senior Center. Each week, there is a new arts and crafts project that encourages exploration and self-expression. The second session of this class is scheduled to begin on November 4.



Mini Monet Toddler Art Class participants

Little Sport: This four-week program for youth ages 2-4 introduces youth to the fundamentals of sports through age-appropriate drills and activities. The program started its first week with basic soccer skills and drills.



Little Sport participants

Contract Recreation

Cuban Salsa: Megan Lachowski, the class instructor for the Cuban Salsa Dance program, led two experienced levels of dance instruction during September. There were 18 registrants enrolled in the class, which accumulated 27 participant hours. Cuban Salsa is a monthly class on Thursdays from 5:00 to 8:00 pm and costs \$35 per month.

Everyday Yoga: Instructor Minakhi Sarma has been with the contract recreation program since 2013. In September, her classes had 18 participants who accumulated 144 participant hours. She runs Sunrise Yoga on Monday mornings from 9:00 to 10:00 am and Moonlight Yoga on Thursday evenings from 5:00 to 6:00 pm. Her classes are monthly.

Noteworthy Dates

November 7, 9:00 am	Tree Planting with UC Davis Humphrey Fellows (Community Center)
December 3, 4:00 pm	Cocoa with Santa Paws, Woodland Community & Senior Center parking lot