# Parks & Recreation Commission

*Location: Woodland Community & Senior Center, 2001 East Street, Woodland, CA 95776*

# Agenda

*February 27, 2012*
6:30 –8:00 p.m.

**Commission Members** John Murphy, Jesse Salinas, Sheila Groom, Nathan Stephens, Joe Romero, 2 vacant

**Call to Order**

**Roll Call**

**Pledge of Allegiance**

**Public Comment**

## Consent Calendar

1. Minutes: January 23, 2011 (attachment)

**Communications Written-Staff Reports**

2. Recreation Division Report-Christine Engel (attachment)
3. Parks Report/Street/Tree Report-Rob Sanders (attachment)

**Presentations (None)**

**New Business-Action Items**

4. New Officers

**New Business-Information Items**

**Correspondence (None)**

**Old Business-Action Items (None)**

5. Arbor Day Proclamation (attachment)
6. Dave Douglass Update

**Old Business-Information Items**

7. Work Plan (attachment)

*Note: Times indicated are approximate For video broadcast schedule can be viewed at* www.wavetv.org.

Documents for meeting are available online at www.cityofwoodland.org

*For information on this meeting, contact the Parks & Recreation Department, 530- 668-2000.*

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 request 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.

**Committee Reports**

**Communications-Commission/Staff Statements and Requests**

*This is an opportunity for the Commission Members and Staff to make comments and announcements, to express concerns, or to request Commission's consideration of any items a Commission Member would like to have discussed at a future Commission Meeting.*

**Other Business (None)**

**Business Items for Next Meeting**

**Next Meeting Date: March 26, 2012**

**Adjournment**

*Note: Times indicated are approximate For video broadcast schedule can be viewed at* www.wavetv.org.

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# Parks & Recreation Commission

Woodland Community & Senior Center
2001 East Street, Woodland, CA 95776

**Commission Meeting Minutes January 23, 2012**

**Call to Order**
Meeting convened at 6:35 p.m. at the Woodland Community & Senior Center, 2001 East Street, Woodland, California by Commissioner Murphy.

**Commissioners Present:** Murphy, Stephens, Salinas, 2 Vacant
**Absent:** Groom, Romero
**Staff:** Engel, Haynie, Sanders,

**Pledge of Allegiance**

**Public Comment**

David Wilkinson from the Woodland Tree Foundation, invited the commission to the March 10, 2012 Arbor Day event at City Park starting at 9 a.m. The foundation will be planting 40 trees in Woodland. Mr. Wilkinson invited people interested in the events to visit the foundations web page at woodlandtree.org, additionally; Mr. Wilkinson requested permission to place a monument at City Park near the corner of Walnut/Oak Street. The monument will explain that the Paradox Walnut tree was donated and planted by Luther Burbank on Arbor Day in 1925.

Luther Burbank (7 March 1849 – 11 April 1926) was an American botanist, horticulturist and a pioneer in agricultural science. He developed more than 800 strains and varieties of plants over his 55-year career. Burbank's varied creations included fruits, flowers, grains, grasses, and vegetables. He developed a spineless cactus (useful for cattle-feed) and the plumcot.

Sanders stated that staff did not have any issues with the request and would work with Mr. Wilkinson.

**Consent Calendar**
**Commission Minutes of November 28, 2011**
Commissioner Salinas made motion to accept the November 28, 2011 minutes with changes he will give to staff, Commissioner Stephens seconded the motion. Motion carried 3-0.

**Communications Written-Staff Reports**

*Recreation Division Report-Christine Engel*
Engel informed the Commission that the YMCA has decided to continue their lease of the Fitness Center for one more year. The Y's is currently doing a membership drive and looking for volunteers to run the program in order to save on staff costs.

Engel also informed the Commission that staff was looking for Score Keepers for the upcoming softball season. The summer 2012 guide will be published and delivered by the end of February. The summer park program is adding Beamer Park back as a site for Summer Time Fun Club. Staff has received a grant that will provide 30 "Camperships" to the summer park program. Engel explained that on December 16, 2011 the gym was rented for a televised boxing event. The promoter is returning for another event on March 3, 2012 and Vicente Escobedo will box in the main event. Vicente learned to box in the Parks & Recreation boxing program and went on to the Olympics before he turned professional.

*Parks Report/Street/Tree Report-Rob Sanders*
Sanders informed the Commission that staff had met with Sportex, the supplier of the synthetic turf at the Sports Park. They made suggestions on additional equipment that would benefit our field maintenance program and stated that the rule against cleats was a positive step in extending the life of the fields.

**Presentations-None**

**New Business-Action Items**

*New Officers*
This is tabled until all Commissioners can be present.

**New Business- Information Items**

**Old Business-Action Items (None)**

**Old Business-Information Items**

*YMCA Update*
Engel provided this information during "staff reports".

*Work Plan*
Discussions on the work plan were moved to the February meeting.

**Committee Reports**

*Budget & Finance Committee Report*
Commissioner Salinas will update Commission at the February meeting.

**Communications-Commission/Staff Statements and Requests**
Commissioner Stephens discussed the planters on the south side of Gibson Road and the need to address the poor condition of the trees. Sanders responded that the required funds were not available to address this and other plant issues in Springlake, at this time. Commissioner Stephens asked about the 102 Interchange and the plans for those planting areas. Sanders explained that Gateway L&L would fund the east side and the Gibson L&L would fund the Westside. The remaining improvements would be funded by the developer. Commissioner Stephens asked what safeguards were in place so that the soil is properly amended before planting so that the issues at Springlake will not be duplicated in this area. Sanders explained the planters will be emptied of the soil and debris and refilled with new soil.

Commissioner Murphy stated that the Crawford Tennis Courts seem in worse condition than the other courts.

Commissioner Murphy asked Robert Marin, President of Woodland Soccer Club to tell the Commission about the State Cup Tournament that WSC was hosting at the Woodland Sports Park. Mr. Marin informed the Commission over 600 teams has played soccer during the State Cup playoffs. Mr. Marin was very pleased to inform the Commission that the girl's team that Mr. Marin coaches won their semi final matches and have made it into the State Cup finals. Commissioner Salinas stated that Woodland was being put on the map with youth soccer. Commissioner Murphy said that he attended the tournament and was pleased to see so many families enjoying the event. Commissioner Murphy wanted to thank WSC for their efforts on this event.

Mr. Marin stated that without the ability to charge for parking WSC is missing out on fundraising opportunities. Engel suggested a field trip with staff at the Sports Park since staff thinks that charging a gate fee should work out well at the Sports Park and help them achieve their fundraising objective without affecting other users at the facility.

Parks & Recreation Commission
Woodland Community & Senior Center
2001 East Street, Woodland, CA 95776

**Other Business (None)**

**Business Items for Next Meeting:**
February 27, 2012
*Chair and Vice Chair Election*
*Dave Douglass Update*
*Arbor Day Update*

**Next Meeting Date:** February 27, 2012, 6:30 p.m.

**Adjourn:** meeting adjourned at 7:13 p.m.

Respectfully submitted,

Cathy Haynie, Administrative Secretary
Parks & Recreation Department

City of Woodland

**RECREATION DIVISION - MONTHLY COMMISSION REPORT**
**Feb-12**

| RECREATION DIVISION - BUDGET SNAPSHOT thru 1/31/12 | | | | |
|---|---|---|---|---|
| Program | Budget | Expenses & Encumbrances | Balance | % Remaining |
| **General Fund** | | | | |
| Parks & Recreation Admin | $179,434.19 | $79,172.55 | $100,261.64 | 55.88% |
| Community & Senior Center | $808,953.63 | $392,833.65 | $416,119.98 | 51.44% |
| Brooks Swim Center - Recreation | $133,612.61 | $86,558.41 | $47,054.20 | 35.22% |
| General Recreation Programs | $304,732.07 | $161,354.26 | $143,377.81 | 47.05% |
| **Enterprise Fund** | | | | |
| Youth Center Enterprise | $367,247.39 | $166,339.43 | $149,766.88 | 40.78% |
| | | | | |
| **TOTAL RECREATION BUDGET** | **$1,793,979.89** | **$886,258.30** | **$856,580.51** | **47.75%** |

| RECREATION DIVISION - BUDGET SNAPSHOT thru JAN 2011 | | | | |
|---|---|---|---|---|
| Program | Budget | Expenses & Encumbrances | Balance | % Remaining |
| **General Fund** | | | | |
| Parks & Recreation Admin | $195,255.01 | $137,831.96 | $57,423.05 | 29.41% |
| Community & Senior Center | $713,731.32 | $447,299.88 | $266,431.44 | 37.33% |
| Brooks Swim Center - Recreation | $134,813.18 | $97,004.08 | $37,809.10 | 28.05% |
| General Recreation Programs | $342,099.75 | $162,086.56 | $180,013.19 | 52.62% |
| **Enterprise Fund** | | | | |
| Youth Center Enterprise | **$327,952.28** | **$226,452.98** | **$101,499.30** | **30.95%** |
| | | | | |
| **TOTAL RECREATION BUDGET** | **$1,713,851.54** | **$1,070,675.46** | **$643,176.08** | **37.53%** |

| RECREATION DIVISION - REVENUE SNAPSHOT thru 1/31/12 | | | |
|---|---|---|---|
| **Account Title** | **FY12 Projection** | **FY12 Revenue to Date** | **% of Projection** |
| | | | |
| RED CROSS COURSE FEE | $ 500 | $ - | 0.00% |
| ADULT PARTICIPNT NON RESIDENT | $ 3,200 | $ 710.00 | 22.19% |
| C BROOKS SWIM CTR REV | $ 120,000 | $ 36,168.13 | 30.14% |
| SENIOR PROGRAMS REVENUE | $ 10,000 | $ 4,734.20 | 47.34% |
| COMMUNITY SENIOR CENTER MISC | $ 100,000 | $ 43,482.75 | 43.48% |
| COMMUNITY FITNESS CENTER | $ 38,400 | $ 25,335.84 | 65.98% |
| COMMUNITY SPORTS PARK | $ 100,000 | $ 75,115.91 | 75.12% |
| GENERAL RECREATION | $ 88,480 | $ 33,965.20 | 38.39% |
| YOLANO RECREATION PRG INC | $ 2,500 | $ 4,515.30 | 180.61% |
| ADULT REC & LEAGUE PRGMS | $ 110,000 | $ 55,253.30 | 50.23% |
| RECREATION CONTRACTS | $ 97,000 | $ 37,589.85 | 38.75% |
| **TOTALS** | **$670,080.00** | **$316,870.48** | **47.29%** |

Adult Participantion is not recording correctly, part of the funds are showing up in Misc. Admin Sales

| RECREATION DIVISION - REVENUE SNAPSHOT thru 1/31/11 | | | |
|---|---|---|---|
| Account Title | FY11 Projection | FY11 Revenue to Date | % of Projection |
| | | | |
| RED CROSS COURSE FEE | 4400 | 0 | 0.00% |
| ADULT PARTICIPNT NON RESIDENT | 5500 | 0 | 0.00% |
| C BROOKS SWIM CTR REV | 96000 | 46084.3 | 48.00% |
| SENIOR PROGRAMS REVENUE | 8400 | 10589.22 | 126.06% |
| COMMUNITY SENIOR CENTER MISC | 125000 | 62686.78 | 50.15% |
| COMMUNITY FITNESS CENTER | 38400 | 22353.38 | 58.21% |
| COMMUNITY SPORTS PARK | 82000 | 48389.5 | 59.01% |
| GENERAL RECREATION | 88480 | 33475.1 | 37.83% |
| YOLANO RECREATION PRG INC | 6500 | 0 | 0.00% |
| ADULT REC & LEAGUE PRGMS | 134000 | 43052.99 | 32.13% |
| **RECREATION CONTRACTS** | **92500** | **45040.04** | **48.69%** |

| **Administration** | **TOTALS** | | | | |
|---|---|---|---|---|---|
| | **Nov-11** | **Dec-11** | **Jan-12** | **YTD** | **Comments** |
| **General Customer Service:** | | | | | |
| Customer Transactions | 459 | 231 | 433 | 3792 | |
| Customer Contact: Phones/Walk-in | 785 | 460 | 621 | 5463 | |
| Program Registrations | 370 | 149 | 348 | 2478 | |
| Payments processed | $28,215.93 | $30,064.49 | $105,984.05 | $374,321.61 | |

| **Comparison** | | | | | |
|---|---|---|---|---|---|
| **Administration FY 10/11** | **Nov-10** | **Dec-10** | **Jan-11** | **YTD** | **Comments** |
| **General Customer Service:** | | | | | |
| Customer Transactions | 595 | 298 | 492 | 11587 | |
| Customer Contact: Phones/Walk-in | 630 | 335 | 450 | 10861 | |
| Program Registrations | 450 | 197 | 382 | 310633.65 | |
| Payments processed | $58,588.55 | $19,364.18 | $47,237.72 | $306,807.65 | |

**Highlights:**

We have added FY 10/11 information to this report for comparison.
We are now tracking tournament rentals for Charles Brooks Swim Center in the Facility section of this report.

| **YOUTH RECREATION** | **TOTALS** | | | | |
|---|---|---|---|---|---|
| | **Nov-11** | **Dec-11** | **Jan-12** | **YTD** | **Comments** |
| **Maxwell Afterschool Fun Club** | | | | | |
| Participant hours | 757.5 | 545 | 635 | 4475.5 | |
| Participants | 24 | 23 | 23 | 139 | |
| Revenue | $2,224.00 | $1,700.00 | $2,772.00 | $14,880.00 | |
| Expenses | $2,645.43 | $1,617.06 | $1,895.63 | $13,376.97 | |
| **Yolano Programs** | | | | | |
| Participant hours | 0 | 0 | 0 | 0 | |
| Participants | 24 | 23 | 51 | 287 | |
| Revenue | $321.00 | $371.00 | $735.00 | $3,398.30 | |
| Expenses | $1,260.00 | $1,260.00 | $1,260.00 | $8,820.00 | |
| **Youth Basketball League** | | | | | |
| Participant hours | 0 | 0 | 0 | 0 | YBL |
| Participants | 154 | 154 | 154 | 462 | 0 |
| Revenue | $8,118.40 | $444.00 | $211.20 | $11,203.00 | |
| Expenses | $0.00 | $0.00 | $0.00 | $0.00 | |
| **STFC** | | | | | |
| Participant hours | 0 | 0 | 0 | 14400 | |
| Participants | 0 | 0 | 0 | 290 | |
| Revenue | $0.00 | $0.00 | $0.00 | $7,325.60 | Most of the revenue was collected between March-June 2011 |
| Expenses | $0.00 | $0.00 | $0.00 | $20,025.90 | |

| YOUTH RECREATION TOTALS | | | | | |
|---|---|---|---|---|---|
| Participant hours | 757.5 | 545 | 635 | 18875.5 | |
| Participants | 202 | 200 | 228 | 1132 | |
| Revenue | $10,663.40 | $2,515.00 | $3,718.20 | $36,806.90 | |
| Expenses | $3,905.43 | $2,877.06 | $3,155.63 | $42,222.87 | |

| YOUTH RECREATION FY 10/11 | TOTALS | | | | |
|---|---|---|---|---|---|
| | Nov-10 | Dec-10 | Jan-11 | YTD | Comments |
| **Maxwell Afterschool Fun Club** | | | | | |
| Participant hours | 717.5 | 605 | 605 | 4312.5 | |
| Participants | 22 | 23 | 21 | 134 | |
| Revenue | $2,698.00 | $2,666.00 | $2,108.00 | $15,524.00 | |
| Expenses | $2,729.44 | $1,911.31 | $1,034.50 | $12,000.53 | |
| **Yolano Programs** | | | | | |
| Participant hours | 0 | 0 | 0 | | |
| Participants | 48 | 50 | 41 | 344 | |
| Revenue | $302.00 | $295.00 | $228.00 | $2,154.00 | |
| Expenses | $1,260.00 | $1,260.00 | $1,260.00 | $8,820.00 | |
| **Youth Basketball League** | | | | | |
| Participant hours | 0 | 678 | 904 | | |
| Participants | 0 | 113 | 113 | | |
| Revenue | $0.00 | $4,407.00 | $0.00 | | |
| Expenses | $0.00 | $0.00 | $0.00 | | |
| **STFC** | | | | | |
| Participant hours | 0 | 0 | 0 | 72286 | |
| Participants | 0 | 0 | 0 | 0 | |
| Revenue | $0.00 | $0.00 | $0.00 | $45,966.70 | |
| Expenses | $0.00 | $0.00 | $0.00 | $34,805.22 | |
| **YOUTH RECREATION TOTALS** | | | | | |
| Participant hours | 717.5 | 605 | 605 | 76598.5 | |
| Participants | 70 | 73 | 62 | 478 | |
| Revenue | $3,000.00 | $7,368.00 | $2,336.00 | $68,051.70 | |
| Expenses | $3,989.44 | $7,438.58 | $2,294.50 | $59,893.02 | |

**Highlights:**

Boxing program received a $250.00 donation from the Paco Damian, the promoter for the Boxing event that wll be held at the Community & Senior Center on Mrach 3, 2012.

Camperships for the Summertime Fun Club are announced! Thirty $200 vouchers will be made available for Beamer Park on April 10 and all other parks on April 11. This program operates M-F from June 11 through August 3. More information is available on pages 26-27 of the recreation guide.

SPRING/SUMMER 2012 RECREATION GUIDE NOW AVAILABLE! It's time to start thinking what to do over spring break and summer vacation. It's gonna be a long one, so check out the fun classes and camps we have for all ages this March through August 2012. Pick a guide up at the Woodland Community & Senior Center, City Hall, or online at cityofwoodland.org/parks&rec.

| CONTRACT RECREATION | TOTALS | | | | |
|---|---|---|---|---|---|
| | Nov-11 | Dec-11 | Jan-12 | YTD | Comments |
| **Special Interest Classes** | | | | | |
| Participant hours | 782.08 | 526.33 | 323.16 | 17068 | |
| Participants | 115 | 106 | 50 | 982 | |
| Revenue | $10,395.40 | $2,793.80 | $1,750.60 | $28,329.00 | |
| Expenses | $2,264.00 | $2,212.70 | $1,214.50 | $18,105.00 | |

| CONTRACT RECREATION | TOTALS | | | | |
|---|---|---|---|---|---|
| | Nov-10 | Dec-10 | Jan-11 | YTD | |
| **Special Interest Classes** | | | | | |
| Participant hours | 1985.66 | 698.83 | 399 | 26935 | |
| Participants | 102 | 126 | 73 | 1263 | |
| Revenue | $4,797.19 | $5,790.20 | $2,366.50 | $67,304.34 | |
| Expenses | $3,323.59 | $3,956.40 | $1,634.15 | $45,308.37 | |

**Highlights:**

| AQUATICS | TOTALS | | | | |
|---|---|---|---|---|---|
| | Nov-11 | Dec-11 | Jan-12 | YTD | Comments |
| **Adult Aquatic Exercise** | | | | | |
| Participant hours | 0 | 0 | 121.5 | 1049.5 | |
| Participants | 0 | 0 | 81 | 694 | |
| Revenue | $1,083.00 | $0.00 | $1,270.00 | $8,453.00 | Pool closed in December |
| Expenses | $0.00 | $0.00 | $0.00 | $1,438.50 | Many Patrons bought new |
| **Recreational Swim Team** | | | | | |
| Participant hours | 0 | 0 | 0 | 3591 | Closed |
| Participants | 0 | 0 | 0 | 57 | |
| Revenue | $0.00 | $0.00 | $0.00 | $0.00 | |
| Expenses | $0.00 | $0.00 | $0.00 | $786.00 | |
| **Swim Lessons** | | | | | |
| Participant hours | 0 | 0 | 0 | 0 | |
| Participants | 0 | 0 | 0 | 572 | Closed |
| Revenue | $0.00 | $0.00 | $0.00 | $9,953.70 | |
| Expenses | $0.00 | $0.00 | $0.00 | $17,778.00 | |
| **Public swim** | | | | | |
| Participant hours | 0 | 0 | 0 | 38133 | Closed |
| Participants | 0 | 0 | 0 | 12737 | |
| Revenue | $0.00 | $0.00 | $0.00 | $0.00 | |
| Expenses | $0.00 | $0.00 | $0.00 | $10,284.00 | |
| **AQUATICS TOTALS** | | | | | |
| Participant hours | 0 | 0 | 121.5 | 42773.5 | |
| Participants | 0 | 0 | 81 | 1323 | |
| Revenue | $1,083.00 | $0.00 | $1,270.00 | $18,406.70 | |
| Expenses | $0.00 | $0.00 | $0.00 | $30,286.50 | |

| AQUATICS FY 10/11 | Totals | | | | |
|---|---|---|---|---|---|
| | Nov-10 | Dec-10 | Jan-11 | YTD | Comments |
| **Adult Aquatic Exercise** | | | | | |
| Participant hours | 688 | 9600 | 173 | 71421.5 | |
| Participants | 459 | 600 | 115 | 11761 | |
| Revenue | $1,149.50 | $1,500.00 | $1,632.00 | $18,785.50 | |
| Expenses | $1,254.00 | $992.00 | $0.00 | $11,240.00 | |
| **Recreational Swim Team** | | | | | |
| Participant hours | 0 | 0 | 0 | 19941 | |
| Participants | 0 | 0 | 0 | 159 | |
| Revenue | $0.00 | $0.00 | $0.00 | $21,497.67 | |
| Expenses | $0.00 | $0.00 | $0.00 | $10,886.00 | |
| **Swim Lessons** | | | | | |
| Participant hours | 0 | 0 | 0 | 9114.4 | |
| Participants | 0 | 0 | 0 | 715 | |
| Revenue | $0.00 | $0.00 | $0.00 | $36,090.85 | |
| Expenses | $0.00 | $0.00 | $0.00 | $9,536.00 | |
| **Public swim** | | | | | |
| Participant hours | 0 | 0 | 0 | 32603.4 | |
| Participants | 0 | 0 | 0 | 8135 | |
| Revenue | $0.00 | $0.00 | $0.00 | $6,358.85 | |
| Expenses | $0.00 | $0.00 | $0.00 | $14,625.00 | |
| **AQUATICS TOTALS** | | | | | |
| Participant hours | 688 | 9600 | 173 | 133080.3 | |
| Participants | 459 | 600 | 115 | 12635 | |
| Revenue | $1,149.50 | $1,500.00 | $1,632.00 | $82,732.87 | |
| Expenses | $1,254.00 | $992.00 | $0.00 | $46,287.00 | |

**Highlights:**

| ADULT SPORTS | TOTALS | | | | |
|---|---|---|---|---|---|
| | Nov-11 | Dec-11 | Jan-12 | YTD | Comments |
| **Softball** | | | | | |
| Participant hours | 9240 | 0 | 0 | 22960 | |
| Participants | 924 | 0 | 0 | 2296 | |
| Revenue | $0.00 | $0.00 | $0.00 | $32,370.00 | |
| Direct Expenses | $23,594.00 | $0.00 | $0.00 | $54,809.00 | |
| **Basketball** | | | | | |
| Participant hours | 0 | 0 | 0 | 1701 | |
| Participants | 0 | 0 | 0 | 434 | |
| Revenue | $0.00 | $0.00 | $0.00 | $14,851.00 | |
| Expenses | $0.00 | $0.00 | $0.00 | $1,860.00 | |
| **Senior Basketball** | | | | | |
| Participant hours | 368 | 368 | 0 | 736 | |
| Participants | 92 | 92 | 0 | 184 | |
| Revenue | $1,550.00 | $160.00 | $30.00 | $7,026.00 | |
| Expenses | $0.00 | $0.00 | $0.00 | $0.00 | |
| **Volleyball** | | | | | |
| Participant hours | 0 | 0 | 0 | 783 | |
| Participants | 0 | 0 | 0 | 261 | |
| Revenue | $0.00 | $0.00 | $0.00 | $2,085.00 | |
| Expenses | $0.00 | $0.00 | $0.00 | $453.00 | |
| **Dodgeball** | | | | | |
| Participant hours | 0 | 0 | 0 | 0 | |
| Participants | 0 | 0 | 0 | 0 | |
| Revenue | $0.00 | $0.00 | $0.00 | $0.00 | |
| Expenses | $0.00 | $0.00 | $0.00 | $0.00 | |
| **Open Gym Volleyball** | 0 | 0 | 0 | | |
| Participant hours | 960 | 384 | 0 | 6588 | |
| Participants | 80 | 32 | 50 | 637 | |
| Revenue | $240.00 | $96.00 | $180.00 | $1,941.00 | |
| Expenses | $0.00 | $0.00 | $0.00 | $0.00 | |
| **ADULT SPORTS TOTALS** | 0 | 0 | 0 | | |
| Participant hours | 960 | 384 | 0 | 32032 | |
| Participants | 80 | 32 | 50 | 3628 | |
| Revenue | $240.00 | $96.00 | $180.00 | $51,247.00 | |
| Expenses | $0.00 | $0.00 | $0.00 | $57,122.00 | |

**Highlights:**

Fall softball ended, we had 66 teams playing. Revenue of $25,006, and expenses of $23,594.
Spring softball is set to begin first week of March, 2012.

| ADULT SPORTS TOTALS | TOTALS | | | | |
|---|---|---|---|---|---|
| | Nov-10 | Dec-10 | Jan-11 | YTD | Comments |
| | | | | | |
| Expenses | 0 | 0 | 0 | 10738 | |
| Participants | 0 | 0 | 0 | 934 | |
| Revenue | $0.00 | $0.00 | $0.00 | $54,545.00 | |
| Expenses | $0.00 | $0.00 | $0.00 | $37,010.00 | |
| **Basketball** | | | | | |
| Participant hours | 0 | 618 | 824 | 2650 | |
| Participants | 0 | 206 | 206 | 0 | |
| Revenue | $2,478.00 | $5,251.00 | $0.00 | $13,987.00 | |
| Expenses | $0.00 | $0.00 | $2,200.00 | $6,344.60 | |
| **Volleyball** | | | | | |
| Participant hours | 456 | 156 | 1024 | 2544 | |
| Participants | 57 | 39 | 128 | 0 | |
| Revenue | $171.00 | $117.00 | $600.00 | $4,095.00 | |
| Expenses | $96.00 | $48.00 | $0.00 | $8,006.20 | |
| **Dodgeball** | | | | | |
| Participant hours | 0 | 0 | 320 | 505 | |
| Participants | 0 | 0 | 80 | 0 | |
| Revenue | $0.00 | $0.00 | $1,065.00 | $1,290.00 | |
| Expenses | $0.00 | $0.00 | $96.00 | $238.00 | |
| **Open Gym** | | | | | |
| Participant hours | 0 | 0 | 0 | | |
| Participants | 100 | 96 | 101 | 911 | |
| Revenue | $48.00 | $114.00 | $126.00 | $3,482.00 | |
| Expenses | $0.00 | $0.00 | $0.00 | | |
| **ADULT SPORTS TOTALS** | | | | | |
| Participant hours | 1054 | 774 | 2168 | 17519 | |
| Participants | 1091 | 341 | 531 | 3027 | |
| Revenue | $21,882.00 | $5,482.00 | $1,791.00 | $96,584.00 | |
| Expenses | $14,577.00 | $48.00 | $2,296.00 | $60,153.80 | |

| SENIOR CENTER | TOTALS | | | | |
|---|---|---|---|---|---|
| | Nov-11 | Dec-11 | Jan-12 | YTD | Comments |
| **Programs & Activities** | | | | | |
| # offered | 27 | 24 | 28 | 206 | |
| # of Participants | 1392 | 1199 | 1435 | 10394 | |
| Revenue | $796.20 | $198.50 | $1,158.00 | $5,086.98 | |

| SENIOR CENTER FY 10/11 | | | | TOTALS | |
|---|---|---|---|---|---|
| | Nov-10 | Dec-10 | Jan-11 | YTD | |
| **Programs & Activities** | | | | | |
| # offered | 22 | 20 | 25 | 148 | |
| # of Participants | 1237 | 956 | 1520 | 10133 | |
| Revenue | $240.00 | $210.00 | $1,081.60 | $3,826.83 | |

**Highlights:**

In the first 6 months of the fiscal year, the Senior Center has more participants recorded than at the same time for 2011.

| Facility Rentals | TOTALS | | | | |
|---|---|---|---|---|---|
| | Nov-11 | Dec-11 | Jan-12 | YTD | Comments |
| **Community & Senior Center** | | | | | |
| PAID EVENTS | 0 | 0 | 0 | | |
| # of Events | 7 | 9 | 10 | 44 | |
| # of Participants | 465 | 1120 | 1245 | 4825 | |
| Revenue | $3,190.00 | $4,872.50 | $4,175.00 | $54,314.00 | |
| CITY-SPONSORED EVENTS | | | | | |
| # of Events | 11 | 11 | 9 | 104 | |
| # of Participants | 369 | 554 | 302 | 6552 | |
| Waived revenue | $5,985.00 | $7,817.50 | $1,600.00 | $57,995.12 | |
| **Sports Park** | | | | | |
| | 0 | 0 | 0 | | |
| # of Tournament resevs. | 0 | 0 | 0 | 11 | |
| # of user groups | 3 | 3 | 0 | 22 | |
| Revenue | $6,724.00 | $9,071.00 | $71,367.00 | $119,515.96 | |
| **Charles Brooks Swim Center** | | | | | |
| | 0 | 0 | 0 | | |
| # of Tournament resevs. | 0 | 3 | 4 | 11 | |
| # of user groups | 0 | 0 | 0 | 4 | |
| Revenue | $0.00 | $2,400.00 | $9,600.00 | $22,631.20 | |

| FACILITY RENTALS FY 10/11 | TOTALS | | | | |
|---|---|---|---|---|---|
| | Nov-10 | Dec-10 | Jan-11 | YTD | |
| **Community & Senior Center** | 0 | 0 | 0 | | |
| PAID EVENTS | 0 | 0 | 0 | | |
| # of Events | 7 | 5 | 7 | 153 | |
| # of Participants | 315 | 197 | 946 | 6573 | |
| Revenue | $8,268.13 | $5,172.66 | $14,966.22 | $73,690.72 | |
| CITY-SPONSORED EVENTS | 0 | 0 | 0 | | |
| # of Events | 14 | 10 | 9 | 75 | |
| # of Participants | 587 | 523 | 307 | 5879 | |
| Waived revenue | $10,640.14 | $6,891.34 | $1,275.00 | $111,555.43 | |
| **Sports Park** | 0 | 0 | 0 | | |
| Field reservations | 0 | 0 | 0 | | |
| # of Tournament resevs. | 0 | 1 | 4 | 0 | |
| # of user groups | 0 | 0 | 0 | 74 | |
| Revenue | $21,151.50 | $5,172.66 | $15,025.50 | $66,996.66 | |

Highlights:

The 2012 Tournament "season" began in January. All four weekends in January fees collected for the tournaments exceeded $9,500. There were no cancellations.

City of Woodland

# Parks and Recreation Commission Communication

AGENDA ITEM

SUBJECT: Monthly Parks Report DATE: Febuary 27, 2012

PREPARED BY: Public Works Department

**RECOMMENDED ACTION:** None; Information only.

**BACKGROUND INFORMATION:** The following identifies highlights of the parks program since the last Parks Report.

- **Neighborhood Parks**

1. ***Ferns Park -*** Staff recently updated all the signage for the disc golf course. The new signs include aerial shots of the overall course as well as the individual holes.

2. ***Christiansen Park/ Camarena Field-*** Construction on the new baseball field has been steady; this past month the Woodland Little League installed new fences with a backstop, infield mix and base pegs along with a home plate. They also adjusted the outfield fence on Camarena Field by lowering the section where the old water tower was located. Additionally, league volunteers installed new yellow fence capping on the outfield fence.

   Furthermore, a contractor recently volunteered to repair the two dugouts for Camarena Field. The repairs include replacing old damage wood and repairing the entire top portion of the dugout; all the costs associated with this project will be incurred by the contractor.

3. ***Arbor Day at City Park -*** The Arbor Day 2012 celebration will start at City Park on March 10th at 9 a.m. The Woodland Tree Foundation will be placing a black granite historic marker near a tree donated by Luther Burbank; the tree, which is the Paradox Walnut, is located at corner of Walnut Street and Oak Avenue. After the ceremony the Urban Forestry Group will be hosting a demonstration on how to properly plant a tree, followed by the plantings of around 50 trees in the surrounding neighborhoods.

4. ***Park Site GPS (Reoccurring note) -*** All assets at Slaven Park have been identified with GPS. This information is being imputed into the city's maintenance management program (Cityworks) which will link the asset to work orders, services request and historical data. After all the data is verified and is accurate we will start at the next Park site.

- **Clark Field**

  1. ***Fencing on foul lines (Reoccurring note)-*** City staff is coordinating with the engineering department to create a structural specification for the wind load of the additional posts down the first and third base fence lines that will hold foul ball netting.

- **Cemetery**

  1. ***Internments -*** The Woodland Cemetery had two internments during the month of January. One of these internments was cremains and one was a full burial.

  2. ***Sales -*** The Cemetery generated $4,320.00 in sales during the month of January.

  3. ***Operations -*** Currently there is no temporary maintenance staff working at cemetery. New temporary employees will start back in early March and regular maintenance activities will start back up.

- **Brooks Swim Center**

  1. ***Reopened –*** The swim center reopened in January and has had steady use from Masters Swimmers, The Woodland Swim Team, as well as recreation lap swim and water aerobics.

| **Snapshot of Parks Primary Budgets through 2/14/12** | | | | |
|---|---|---|---|---|
| Fund Source | Beginning Balance | Expenditures & Encumbrances | Remaining Balance | % Remaining |
| Brooks Swim Center | $253,676.64 | $114,235.07 | $139,441.57 | 54.97 |
| Cemetery | $305,000.45 | $146,060.50 | $158,939.95 | 52.11 |
| Gateway LLD | $15,397.03 | $3,004.88 | $12,392.15 | 80.48 |
| General Fund Parks | $928,630.066 | $418,251.32 | $510,379.34 | 54.96 |
| Gibson Ranch LLD | $530,712.48 | $304,734.09 | $225,978.39 | 42.58 |
| Spring Lake LLD | $414,569.71 | $194,207.43 | $220,362.28 | 53.15 |
| Sports Park | $218,126.38 | $104,901.47 | $113,224.91 | 51.91 |

Respectfully submitted,

Gregor G Meyer
Public Works Director

Prepared By: Eric Dexter, Parks Supervisor and
Rob Sanders, PW Infrastructure Superintendent

City of Woodland

# Parks and Recreation Commission Communication

AGENDA ITEM

SUBJECT: Monthly Street Tree Report DATE: Feburay 27, 2012

PREPARED BY: Public Works Department

**RECOMMENDED ACTION:** None; Information only.

**BACKGROUND INFORMATION:** The following identifies highlights of the tree program since the last Street Tree Report.

- **Arbor Day**

  1. The Arbor Day 2012 celebration will start at City Park on March 10th at 9 a.m. The Woodland Tree Foundation will be placing a black granite historic marker near a tree donated by Luther Burbank; the tree, which is the Paradox Walnut, is located at corner of Walnut Street and Oak Avenue. After the ceremony the Urban Forestry Group will be hosting a demonstration on how to properly plant a tree, followed by the plantings of around 50 trees in the surrounding neighborhoods.

- **Cyclical Pruning of Street Trees in City Right-Of-Way (ROW)**

  1. ***Reoccurring note:*** The Urban Forestry Group (UFG) was scheduled to start pruning in areas 3, 5, and 25. Unfortunately we will fail to reach our targeted goals for cyclical punning this fiscal year due to a 75% reduction of funds in our contract maintenance budget. This reduction of funds will most certainly have a negative impact on our ability to maintain a seven year pruning cycle on our City urban forest which we have strived for, and reached over the last five years. The UFG will continue to slip further and further back in their pruning program until funding is restored to this program. Continuing on a deferred pruning cycle could jeopardize the well being of our trees, as well as creating potential safety concerns for our community.

- **Service Requests / Work Orders**

  1. Currently there are 253 attached work orders and 110 unattached work orders that are open and waiting to be responded to.

- **Tree Removals**

  1. ***Reoccurring note***: Staff will begin the process of removing trees that have been identified as unsafe or in a declining state of health; this work will be performed as time permits due to the reoccurrence of tree and limb failures.

  2. For the current calendar year of 2012, the UFG has removed 15 trees of various sizes. The following trees were removed due to being in an imminently hazardous condition or in poor heath:

| Location | Tree Species | Reason |
|---|---|---|
| 2784 Bender Place | Two Chinese Elm | Inadequate root system |
| 2781 Bender Place | Purple Robe | Dead |
| 733 Farnham Ave | Red Oak | Dead |
| Farmers Central | Two Holly Oaks | Inadequate root system |
| 1622 Farnham Ave. | Red Oak | Dead |
| 1634 Farnham Ave. | Liquidambar | Dead |
| 1647 Farnham Ave. | Red Oak | Dead |
| 1797 Farnham Ave. | Saw-leaf Zelkova | Dead |
| 1809 Farnham Ave. | Saw-leaf Zelkova | Dead |
| 625 Second Street | Ornamental Pear | Damage at base |
| 2784 Shoemaker Court | Two Arizona Ash | Dead |
| 872 Walker Street | Chinese Pitache | Inadequate root system |

- **UFG General Fund Budget Snapshot for FY11/12 (as of 2/14/12)**
  Beginning Budget – $281,141.66
  Expenditures and Encumbrances to Date - $171,750.32
  Balance - $109,391.34
  Percentage Remaining – 38.91%

Respectfully submitted,

Gregor G Meyer
Public Works Director

Prepared By: Eric Dexter, Parks Supervisor and Rob Sanders, Infrastructure Superintendent, Right-of-Way

# Parks & Recreation Commission

| NAME | ADDRESS | PHONE | E-MAIL ADDRESS | Term Expiration |
|---|---|---|---|---|
| John Murphy | 819 Del Oro St<br>Woodland, CA 95695 | 662-4953 (hm)<br>916-445-0809 (wk) | john_murphy63@hotmail.com<br>john.murphy@CalRecycle.ca.gov | 12/31/2015 |
| Vacant | | | | |
| Jesse Salinas<br>Do not give to public | [redacted] | [redacted] | [redacted] | 12/31/2014 |
| Sheila Groom<br>Vice-Chair | 2382 Ackley Place<br>Woodland, CA 95776 | 666-3835 (hm)<br>752-7596 (wk) | outamygourd@sbcglobal.net | 12/31/2013 |
| Nathan Stephens | 429 Truckee Place<br>Woodland, CA 95695 | 220-2934 (hm)<br>916-808-6913 (wk) | nhs@usa.net | 12/31/2013 |
| Joe Romero<br>Do not give to public | [redacted] | [redacted] | [redacted] | 12/31/2014 |
| Vacant | | | | |

## STANDING COMMITTEES

(Max. 2 commissioners)

**Facilities Committee (handles Park Naming)**
Groom, Murphy

**Child, Youth & Playground Committee**
Romero, Stephens

**Woodland Sports Council**
Vacant until needed

**Ad Hoc Committee**
Salinas, Romero

**Budget and Finance Committee**
Salinas, Romero

**Community/Senior Center/Sports Park**
Groom, Salinas

**Urban Forest Committee**
Murphy, Stephens

## LIAISONS

Baseball: (Vacant)
Soccer: Salinas

Commission typically meets the fourth Monday of each month at 6:30 p.m. at the Community & Senior Center.
Online agenda and packet available at: http://www.cityofwoodland.org
For additional information please call 530.668.2000

N:\PRShare\Commission Parks & Rec\rosters and term info\prc roster 112011.doc 2/23/2012

City of Woodland

# PARKS & RECREATION COMMISSION COMMUNICATION

AGENDA ITEM

TO: THE PARKS AND RECREATION COMMISSION

DATE: February 27, 2012

SUBJECT: Support of Arbor Day 2012

**Report in Brief**

Each year the City of Woodland celebrates Arbor Day in order to recognize the community benefits of trees and the community's heritage as "The City of Trees".

Staff recommends that the Parks and Recreation Commission approve staff moving forward with a Council Communication proclaiming March 10, 2012 as Arbor Day in the City of Woodland.

**Background**

Arbor Day is a nationally-celebrated observance that encourages tree planting and care. The observance and celebration of Arbor Day is one of the requirements of Woodland's designation as a "Tree City USA."

Founded by J. Sterling Morton in Nebraska in 1872, National Arbor Day is usually celebrated each year on the last Friday in April, but this date varies depending on the climate of the state in which it is being held.

The observance of Arbor Day not only shows the City of Woodland's commitment to its urban forest, but will also increase awareness of the importance of trees in urban areas and provide educational opportunities to promote and improve the practice of urban tree planting and care.

As part of the day's festivities, the Woodland Tree Foundation will be placing a historic marker near a Paradox Walnut tree at City Park which was donated by Luther Burbank in 1925. Mr. Burbank was a famous botanist and horticulturist who broke new ground in agricultural science. After the ceremony, over 50 trees will be planted in various locations around the City where trees have previously been removed. Additionally, the public will be educated at City Park in proper planting techniques by our City Municipal Arborist, Westley Schroeder.

**Discussion**

Support of this resolution reflects the City's continuing commitment to our urban forest and the quality of life that these assets provide the community.

**Public Contact**

Posting of the Parks and Recreation Commission agenda.

**Recommendation for Action**

Staff recommends that the Parks and Recreation Commission approve staff moving forward with a Council Communication proclaiming March 10, 2012 as Arbor Day in the City of Woodland.

Prepared by: Robert G. Sanders
ROW Infrastructure Superintendent

Reviewed by: Gregor G. Meyer
Director Public Works

_____
Gregor G. Meyer
Public Works Director

Attachments: Flyer

# Arbor Day 2012

City of Woodland residents are invited to join in celebrating Arbor Day. The Woodland Tree Foundation will place a historical marker at a Paradox Walnut tree donated by Luther Burbank. Additionally, 50+ trees will be planted throughout the city. Proper tree planting techniques will be taught. Fun for the whole family!

Meet us Saturday, March 10th, 9:00am at City Park (Cross Street & Walnut Street)

Sponsored by the City of Woodland and the Woodland Tree Foundation

# Arbor Day 2012

Residentes de la Cuidad de Woodland están invitados a unirse en la celebración del Día del Árbol. La Fundación de Arboles de Woodland colocara un marcador histórico en un árbol de nogal paradoja donado por Luther Burbank. Además, más de 50 árboles serán plantados en toda la cuidad.

Nos vemos el sábado, 10 de Marzo a las 9:00am en el City Park (esquina de las calles Cross y Elm)

Patrónizado por la Ciudad de Woodland y el Woodland Tree Foundation

**FY12 Parks and Recreation Commission**
**Annual Work Plan**
**November 2011**

1. **Urban Forest Master Plan**
   Upon approval by City Council, draft policies to further development on a formal Urban Forest Master Plan.

| Goals | Status |
|---|---|
| Formal communication asking City Council to approve the Parks and Recreation Commission request to propose policies related to further development of the Urban Forest Master Plan in FY12. | Request sent to Council June 2011 |
| Upon Council approval, develop outline of policies necessary for formalizing Urban Forest Master Plan *(Potential starting point: Adding importance of Urban Master Plan to the City's General Plan, Strategic Plan and Vision, Values and Mission statement)* | To Urban Forest sub-committee in July 2011 |

2. **Funding for Parks Capital Projects**
   Work with Parks Department to identify three of the highest priority Parks projects and identify creative funding sources to supplement funding for them.

| Goals | Status |
|---|---|
| Meet with Staff to identify high priority Capital projects, including planned implementation dates, estimated expenses and understanding of those expenses). | Schedule meeting of Sub-Committee and Staff in August 2011 |
| Sub-committee to review potential projects and recommend three for which they believe outside funding can be obtained. Recommendations will be reported to Parks Commission review /approval. | Meetings took place in August 2011 - Ongoing |
| Upon Commission review /approval, sub-committee to determine potential funding sources and develop plan for pursuit. | |

3. **Develop Dave Douglass Field Use Guidelines**
   Develop formal guidelines for use of Dave Douglass Field by the community.

| Goals | Status |
|---|---|
| Commissioners awaiting Council approval to develop formal guidelines for use of the Dave Douglass Field. | Request sent to Council July 2011 |
| Upon approval, Facilities sub-committee will work with staff, neighbors and identified user groups to develop guidelines. | Meeting took place in August 2011 - Ongoing |
| Sub-committee will present guidelines to Commission for review /approval. | |
| Upon Commission approval, guidelines will be submitted to Council for review /approval /implementation. | |

4. **Review Field Use Priorities**
   Review field use priorities as approved by Council in the fee schedule and recommend revisions as needed.

| Goals | Status |
|---|---|
| Ad hoc sub-committee to attend field use allocation meetings for soccer and baseball to gain understanding of how the process implements priorities and identify issues from staff and user groups. | Sub-Committee attended meetings over the summer |
| Meetings are conducted with relevant user groups (i.e.; WJUSD) to gather information about other resources, how the user groups use these resources and what priorities, if any, these resources utilize. Review other, similar, allocation processes.<br><br>As needed, meetings may be conducted with individual user groups to get a better understanding of their needs and issues. | Not needed |

| Goals | Status |
|---|---|
| Sub-committee brings recommendations to Commission for review /approval. | Report to Commission at October 2011 meeting |
| Upon Commission approval, recommendations will be submitted to Council for review /approval /further action. | Closed: No recommendations. |

**5. Review Policies**

| Goals | Status |
|---|---|
| Commissioners will review policies throughout the year as requested.<br><br>***Policies Reviewed in FY12*** | Ongoing |