



City of Woodland

REPORT TO MAYOR AND CITY COUNCIL

AGENDA ITEM

TO: THE HONORABLE MAYOR
AND CITY COUNCIL

DATE: April 7, 2009

SUBJECT: Parks & Recreation Monthly Administrative Report

Report in Brief

Each month the Parks & Recreation Department Director provides the Council with a Status Report of Parks and Recreation Department issues, activities, and projects. Attached is the report for April 7, 2009. No action necessary, this is informational only.

Recommendation for Action

No action required, informational report only.

Prepared by: Daniel W. Gentry, Director
Parks & Recreation

Mark G. Deven
City Manager

Attachment

| <u>Description</u> | <u>Current Activity</u> | <u>Pending/Future Plans</u> |
|--|---|---|
| 1. CEMETERY MASTER PLAN IMPLEMENTATION PROJECT | <ul style="list-style-type: none"> • Grading and sod installation. | Continued grading and sodding a section at a time through Spring & Fall 2009. |
| <p style="text-align: center;">Activities Since February 17, 2009 Report</p> <ul style="list-style-type: none"> • Grading and soil prep for sod | | |

BACKGROUND:

Project is to plan for future development of the Woodland 22 Acre Cemetery and for improvement of maintenance. The Cemetery Revitalization Program culminated in execution of a construction contract with PBM Construction in March 2006. The contracted project includes:

ACTION TO DATE STAGE I:

A completely new, state of the art, automated irrigation system for the entire 22 acre site with 16 acres of turf
 All new paved roadways
 Upgraded electrical system
 Reclamation of 1,155 new burial plot locations (in addition to existing plots)
 Installation of 89 new burial vaults
 The low bid was 20% under City estimates

New trash enclosures
 New utility enclosures
 Reconfigured and upgraded access and entryways
 Automated entry gate
 Upgraded landscape planting
 200 new in-ground flag sockets
 Bids for sod installation were received August 27, 2007

Note: Stage I contract was substantially completed in the Spring of 2007. They started the 90 maintenance period the first of June 2007 and acceptance of the contract from the contractor was July 31, 2007.

SCOPE STAGE II OF THIS PROJECT INCLUDES:

- Leveling headstone (as much as possible)
- Second application of weed killing
- Grading and leveling areas

- Soil preparation for new turf
- Laying new grass throughout the cemetery

ACTION TO DATE STAGE II: About 30% of the turf (five acres) of new turf has been laved (this includes all the scope items for Stage II)

| <u>Description</u> | <u>Current Activity</u> | <u>Pending /Future Plans</u> |
|---|---|---|
| 2. COMMUNITY & SENIOR CENTER PHASE II | <ul style="list-style-type: none"> • Security Systems connections • Av and PA systems • ADA doors Improvements • Blackout curtains on doors • Final Punch list | <ul style="list-style-type: none"> • Front Sign • Close-out Project |
| <p>Activities Since February 17, 2009 Report</p> <ul style="list-style-type: none"> • Hand rails in hallways • ADA Parking Improvements completed • Final Punch list | | |

BACKGROUND:

Measure E, Advisory Measure “C” for the Phase II of the Project was approved by 69.37% in June 2006. This project includes:

- | | |
|---|--|
| <ul style="list-style-type: none"> • Dance/Aerobics Fitness Center • Completion of Phase I finishes in the building • Additional parking, Front Sign | <ul style="list-style-type: none"> • Dog Park • Front Landscaping, etc. • Security system in and outside the building |
|---|--|

ACTION TO DATE:

- Council approved Phase II Plans capital budget: January 2007
- Staff met with the Designer (Stantec Consulting) on January 18, 2007 to scope and start the design work on the project.
- Council reviewed and approved the preliminary design on the Dance/Aerobic Fitness Center on February 20, 2007
- Construction documents are 100% complete and have completed plan check and review by city staff.
- Council approved Plans & Spec. and revised project budget September 4, 2007. Restroom was included as additive alternate. The following were included for separate procurements as budget allows: Bleachers, Black-outs Shades, Fountain, Dog Park, Sliding Partitions, Monument Sign, Donor Signs, Wainscot
- Favorable bids were received on October 16, 2007 at a level 9.8% .under the project estimate.
- Awarded contract at the November 6, 2007 Council Meeting.
- Signed contract documents, pre-construction meeting and started construction December 3rd, 2007.
- Completed parking lot next to Dog Park the week of April 21, 2008.

- Foundation slab and steel work completed the week of April 21, 2008.
- Change orders have been issued for the 1) Front landscaping, 2) Wainscot, and 3) Bleachers
- Wall is constructed in Senior Center Game Room.
- Fee resolution for the Fitness Center was passed by City Council on July 15, 2008
- Received Fitness Equipment September 2008
- Front Fountain installed the week of October 13, 2008
- Front landscaping installed week of November 17, 2008
- Bleachers

| <u>Description</u> | <u>Current Activity</u> | <u>Pending/ Future Plans</u> |
|---|---|---|
| 3. SPRING LAKE NEIGHBORHOOD PARKS | <ul style="list-style-type: none"> • Consideration of plans and specs by City Council April 7, 2009 • Consideration to authorize public bid by City Council April 7, 2009 | <ul style="list-style-type: none"> • Construction bid: Spring 2009 • Start construction Summer 2009 • Completion: Late Fall 2009 |
| <p>Activities Since February 17, 2009 Report</p> <ul style="list-style-type: none"> • Meeting with the “PROS” and “CON” Spring Lake residents regarding the Dog Park March 11 and 25, 2009 • Final construction estimate • Land purchase agreement approved by City Council March 17, 2009 • CDs complete: March 2009 | | |

BACKGROUND:

With the Development of the SLSP the City of Woodland is required to build 4 new Neighborhood Parks. There are 3 eight acre parks and 1 four acre Central Park.

ACTION TO DATE:

- City Council adopted the SLIF (Spring Lake Infrastructure Fee) fee for Parks.
- Park locations were adopted with the SLSP
- Park amenities were adopted with the PRCS Master Plan
- Estimated dates for park completion: (1) N2 2009 8-acre NE off 102 KB Homes, (2) 2010 4-acre Central Park, (3) 2012 8-acre SE off 102 Russell Ranch, and (4) 2014 8-acre park.
- Council approved PPSS (capital budget) of Neighborhood Park #2 (the first SLSP park) on June 21, 2005.
- Recruitment of the Park Planner started August 1st of 2005 and ended August 31st of 2005.

- Kent Perkes, Park Planner started November 14, 2005.
- Review of draft Master Plan for the park was presented to the PRCSUF Commission on November 28, 2005.
- The Parks & Recreation Commission recommended Council adopt the N#2 Park Master Plan at the January 2006.
- City Council approved the N#2 Master Plan at the February 7, 2006 meeting.
- Interviewed landscaping companies March 23, 2006 for design review and construction documents.
- With the slowing of the housing market has delayed the park projects by at least three years.
- Development of phasing plan

| <u>Description</u> | <u>Current Activity</u> | <u>Pending/ Future Plans</u> |
|--|---|--|
| 4. COMMUNITY SPORTS PARK- PHASE I | <ul style="list-style-type: none"> • Portable fence • ADA score table | <ul style="list-style-type: none"> • Warranty Items |
| Activities Since February 17, 2009 Report <ul style="list-style-type: none"> • Portable fencing started fabrication February 2009 • ADA score table design ordered • Punch list close-out • Close-out project with Council March 17, 2009 | | |

BACKGROUND:

With the development of the SLSP the City of Woodland is required to build Community Sports Park. SLSP will fund 28.39 acre Sports Park and the remaining 31.61 acres will be funded to the Master Plan Area and Measure E revenue. Measure E, Advisory Measure “C” for the Community Sports Park Phase I was approved by 69.37 in June 2006. This project includes three (3) lighted synthetic softball/soccer fields and one soccer only field.

ACTION TO DATE:

- The initial design of the Sports Park commenced with the purchase of 40 acres and development of the Community & Senior Center project.
- 2004 City of Woodland purchased the second 40 acres that was contiguous to the Community & Senior Center 40 acre property. The two properties are combined to build the Community Sports Park.
- Council approved the funding at the October 3, 2006 Council Meeting to develop the Sports Park Master Plan; Parks & Recreation Commission recommended the adoption of the Sports Park Master Plan at their November 27, 2006 meeting.
- Council adopted the capital budget for Phase I design and construction at the January 16, 2007 meeting.
- Planning Commission reviewed and adopted the Sports Park Master Plan and their January 18, 2007 meeting.
- Council reviewed the Sports Park Master Plan on February 6 & 20, 2007.
- City Council adopts the Community Sports Park Master Plan March 20, 2007. Base Bid includes: 3 large lighted synthetic multi-use fields, 1 standard lighted synthetic soccer/softball field, pre-fabricated restroom, walkways and landscaping. The following were included as alternate bid items: reduce standard soccer/softball field to soccer only, add a 4th large lighted multi-used field, add shade structures, site amenities, and colored/stamped concrete to match the Community Center.
- The bids were opened November 6, 2008 and the low base bid was 17% under the architect’s estimate.
- Council prioritized bid alternative at their November 27, 2008 meeting; Council awarded a construction contract at the December 8, 2008 meeting; Contract documents were signed with Gold Valley Construction January 2008; Contractor mobilized for construction February 19, 2008.

- Grading, drainage and curbing are on schedule through May 2008; The rough grading of sports fields have been compacted to 90% required for turf installation; Parking lot asphalt; Installation of fencing and backstops; Foundations for shade structures
- Installing synthetic turf
- Cooling system for synthetic fields
- Restroom installation
- Concrete pathways, Landscaping, Lighting installation, covers for shade structures
- Grand Opening November 8, 2008
- Concession trailer

| <u>Description</u> | <u>Current Activity</u> | <u>Pending /Future Plans</u> |
|---|--|--|
| 6. MEASURE E / PROPOSITION 50 IRRIGATION PROJECTS | <ul style="list-style-type: none"> • Punch list close-out | <ul style="list-style-type: none"> • Close-out project with Council |
| <p>Activities Since February 17, 2009 Report</p> <ul style="list-style-type: none"> • Finish sodding the Park • Finish infields • Construction completion –March 2009 Park/Camarena & Pedroia Fields and City Park | | |

BACKGROUND:

Measure E, Advisory Measure “C” for the Phase II of the Project was approved by 69.37% in June 2006. Staff competed and was awarded \$996,200 for a Proposition 50 Grant. These will be matching funds for Measure E sales taxes dollars on the irrigation projects. The irrigation projects includes:

Phase I

- | | |
|--|--|
| <ul style="list-style-type: none"> • Southland Park - completed • Christiansen Park/Camarena & Pedroia Fields (2009) | <ul style="list-style-type: none"> • City Park (2010) • Harris Park (2011) |
|--|--|

Phase II (2010-2011)

- | | |
|--|--|
| <ul style="list-style-type: none"> • Tredway Park • Hiddleson Pool • Dave Douglass Park • Wayne Cline Park | <ul style="list-style-type: none"> • Schneider Park • Weather Station • Computerized Controller System • Irrigation Head Replacement as needed |
|--|--|

ACTION TO DATE:

- Wednesday, June 27, 2007 the City received notice that it was awarded \$996,200 for a Prop. 50 Grant
- Council approved PPSS (capital budget) on September 18, 2007.
- Staff sent-out an RFP (request for proposals) in January 2008 for landscape architectural services.
- RFP proposals were received on February 7, 2008 and the top firms were interviewed in March 2008.
- Final selection of the top two firms was made in April 2008 and contracts were finalized in April 2008.
- Signed design contracts with both Stantec Consulting and Callander Associates Landscape Architecture, Inc.
- Development irrigation master plans for City Park, Harris Park, and Camarena & Pedroia Fields/Christiansen Park
- Awarded construction contract September 16, 2008 Christiansen Park/Camarena & Pedroia Fields.
- Received construction bids the week of October 6, 2008 City Park & Harris Park (26% under estimate)
- Construction started on Christiansen Park/Camarena & Pedroia Fields