



City of Woodland

REPORT TO MAYOR AND CITY COUNCIL

AGENDA ITEM

TO: THE HONORABLE MAYOR
AND CITY COUNCIL

DATE: July 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 July 7, 2009. No action necessary, this is informational only.

Recommendation for Action

No action required, informational report only.

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Parks & Recreation

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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 soil preparation – 	Continued grading and sodding a section at a time through Spring & Fall 2009.
<p style="text-align: center;">Activities Since June 2, 2009 Report</p> <ul style="list-style-type: none"> June 7 there will be another 32,000 square foot of sod installed. 		

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"> • Av and PA systems • Final acceptance of the project by Council on July 21, 2009 	
Activities Since June 2, 2009 Report		
<ul style="list-style-type: none"> • Blackout curtains on doors • Electronic ADA doors installed at north and south ends of the building • Punch list items being completed 		

BACKGROUND:

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

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| <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 |
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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
- Hand rails in hallways
- ADA Parking Improvements completed
- Security Systems connections

<u>Description</u>	<u>Current Activity</u>	<u>Pending/ Future Plans</u>
3. SPRING LAKE N2 NEIGHBORHOOD PARK	<ul style="list-style-type: none"> • Grading • Underground utilities • Ordering playground equipment • Ordering restroom • Irrigation systems 	<ul style="list-style-type: none"> • Completion: Late Fall 2009
<p>Activities Since June 2, 2009 Report</p> <ul style="list-style-type: none"> • Public bid process and bids closed May 21, 2009 • Award construction bid June 2 Council Meeting • Started construction July 6, 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
 - CDs complete: March 2009
 - Phase I Environment review of property completed and passed
 - Title Report review and correction list completed
 - Approval of plans and specs by City Council April 21, 2009
 - Authorization for public bid by City Council April 21, 2009
 - Land purchase completed and escrow closed May 8, 2009
- Started the public bid process and bids closes May 21, 2009