



# City of Woodland

## REPORT TO MAYOR AND CITY COUNCIL

AGENDA ITEM

TO: THE HONORABLE MAYOR  
AND CITY COUNCIL

DATE: September 1, 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. The majority of the Parks & Recreation Department Capital Projects have been completed with the exception of the Cemetery Grading/Sod Project and Spring Lake N2 Park Project. The Cemetery Project will be on-going for the next 12 months and will be reported in the Parks Report at the Parks & Recreation Commission Meeting. The Spring Lake N2 Park Project will continue to be reported to the City Council in the Capital Progress Report written by the Community Development Department.

Attached is the report for September 1, 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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Mark G. Deven  
City Manager

Attachment

<u>Description</u>	<u>Current Activity</u>	<u>Pending/Future Plans</u>
<b>1. CEMETERY MASTER PLAN IMPLEMENTATION PROJECT</b>	<ul style="list-style-type: none"> <li>Grading and soil preparation –</li> </ul>	Continued grading and sodding a section at a time through Spring 2010.
<p style="text-align: center;">Activities Since July 7, 2009 Report</p> <ul style="list-style-type: none"> <li>48,000 square foot of sod installed.</li> <li>This will be the last official update report! The Cemetery Supervisor will continue to report on the grading/sodding of the cemetery in his monthly report to the Park &amp; Recreation Commission.</li> </ul>		

**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)