



# City of Woodland

## REPORT TO MAYOR AND CITY COUNCIL

AGENDA ITEM

TO: THE HONORABLE MAYOR  
AND CITY COUNCIL

DATE: February 16, 2010

SUBJECT: Parks & Recreation Commissions Minutes October 26, 2009

### **Report in Brief**

Parks & Recreation meeting minutes of October 26, 2009 are attached for the Council's review. No action necessary, this is informational only.

### **Recommendation for Action**

No action is required, informational report only.

Prepared by: Carey Sullivan  
Interim Director

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Mark G. Deven  
City Manager

Attachment



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

**Regular Meeting Minutes October 26, 2009**

I. CALL TO ORDER

Meeting convened at 6:30 p.m. at the Woodland Community & Senior Center, 2001 East Street, Woodland, California by Chairperson Murphy.

Commissioners Present: Dennie, Crawford, Murphy, Barajas, Tapia

Absent: 0

Staff: Sullivan, Haynie, Bain, Sanders, Dexter

II. PLEDGE OF ALLEGIANCE

III. MINUTES

Commission Minutes of September 28, 2009 (Item 1)

Commissioner Crawford moved to accept the September 28, 2009 minutes as written. Commissioner Barajas seconded the motion. Motion carried 5-0.

IV. CORRESPONDENCE None

V. PUBLIC COMMENT

Art Williams from the Woodland Tennis club would like to know what the class attendance numbers are for the Tennis classes offered by Parks & Recreation. Director Sullivan stated that he would have Dallas Tringali look into this.

VI. PRESENTATIONS: None

VII. CONSENT CALENDAR

Parks Report (Item 2)

Recreation Report (Item 3)

Street Tree Report (Item 4)

Discussion ensued on items included in the Parks & Recreation Reports and clarification was given to Commissioners. Commissioner Dennie moved to approve the Consent Calendar; Commissioner Barajas seconded the motion. Motion carried 5-0.

VIII. NEW BUSINESS-Information Items

Contract Class Procedures (5)

Discussion ensued with Commissioner Dennie suggesting a focus group of Instructors.

Advertisement of all contract classes are on the Parks & Recreation Web page, with flyers made and displayed at the Community & Senior Center. Commission would like the wording of the Contract



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with Instructors to be more specific as to what the City will provide. Staff will bring back to Commission the Contract Class Procedures with an amended contract for Instructors.

Park Naming Policy and Memorial Policies (6)

Commission reviewed and commented on policies for Park Naming and Memorial Dedication. Comments concerned Replacement, Allowance for Memorial Walkways, Gift Catalog, Memorial Grove, Future Parks and Front of Community & Senior Center.

IX. NEW BUSINESS – Action Items

Commission Appointments (7)

Commission reviewed letter to City council requesting appointments to fill vacant Commission seats. Commissioner Dennie moved to accept the letter with one correction, Commissioner Barajas seconded the motion. Motion carried 5-0

Tree City USA Recertification (8)

Commissioner Dennie made motion to support decision to submit the application packet that will recertify the City of Woodland as a Tree City USA, Commissioner Barajas seconded the motion. Motion carried 5-0.

Woodland Tennis Club-fee waiver request

Commission was asked to review and recommend to Council for fee waiver for 2010 season. After discussion, Commission asked staff to relook at request for fairness and equity with other user groups of City facilities.

X. OLD BUSINESS – INFORMATIONAL ITEMS

XI. OLD BUSINESS – ACTION ITEMS (None)

XII. COMMITTEE REPORTS

XIII. OTHER BUSINESS

Director Sullivan reported on YMCA's partnership with the City. The YMCA will make a proposal for usage of both Grace Hiddleson Pool and the Fitness Center. Signage for the new park hours are just waiting on the correct wordage before being printed and installed. New L&L District is being considered for the Library but since the Library is run by the Library Board and not the City it would be difficult to include the Parks & Recreation Department. Creating a Parks & Recreation District is dependent on the Master Plan projections of development. Since the housing market is down it could be at least five years before the City could consider a new L&L District.



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Commissioner Crawford asked about the Bike Path project between the City of Woodland and Davis. Sanders explained the project to the Commission. After discussion, the consensus of the Commissioners was that this project was not something that they needed to be involved with, at this time. As the plan develops and recreational amenities or features are discussed, the Commission should become engaged. Commissioner Crawford asked when the Parks & Recreation Master Plan would be updated, since the last one was updated in 2004. Director Sullivan stated with the staff shortages he could not say when this would happen.

XIV. BUSINESS ITEMS FOR NEXT MEETING:

- Senior Center Survey-if available
- Revision of Procedures for Contract Classes
- Park Naming Policy and Memorial Policies
- Fee Waive Policy

XV. NEXT MEETING DATE: November 30, 2009, 6:30 p.m.

XVI. ADJOURN: meeting adjourned at 8:15 p.m.

Respectfully submitted,

Cathy Haynie, Administrative Secretary  
Parks & Recreation Department