



City of Woodland

REPORT TO MAYOR AND CITY COUNCIL

AGENDA ITEM

TO: THE HONORABLE MAYOR
AND CITY COUNCIL

DATE: June 1, 2010

SUBJECT: Parks & Recreation Commissions Minutes January 25, February 22 and
March 22 (November 30, 2009 No Quorum)

Report in Brief

Parks & Recreation meeting minutes of January 25, February 22 and March 22 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

Mark G. Deven
City Manager

Attachment



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

Regular Meeting Minutes January 25, 2010

I. Call to Order

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

Commissioners Present: Dennie, Tapia, Murphy, Barajas

Absent: None

Staff: Sullivan, Haynie, Tringali, Sanders, Stewart

II. Pledge of Allegiance

III. Minutes

Commission Minutes of October 26, 2009 (Item 1)

Commissioner Barajas moved to accept the October 26, 2009 minutes as written. Commissioner Dennie seconded the motion. Motion carried 4-0.

IV. Correspondence None

V. Public Comment None

VI. Communications Written-Staff Reports

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 Tapia seconded the motion. Motion carried 4-0.

VII. Communications-Commission/Staff Statements and Requests

Director Sullivan reported to the Commission that the City was changing its budget process and would now have a Performance Based Budget, Staff was working on a single format for Commission reports, and that the sign verbiage and logo were ready to be ordered for the parks. Sullivan also reported that the City will have a shortfall of approximately a 2.5 million for the next fiscal year. Sullivan praised staff for working hard to insure public safety during the furlough (11/23-11/29). During the Furlough 12/21-1/3/2010 the Dance Studio floor and the Charles Brooks Swim Center were resurfaced.

VIII. Presentations (None)



Parks & Recreation Commission

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

IX. New Business-Action Items

Fee Waiver

Art Williams from the Woodland Tennis Club explained the historic use of the City Park Tennis Courts. When Country Oaks closed the Tennis club had a small membership. With a verbal agreement between Woodland Tennis Club, Daniel Gentry and Dan Rice, the Woodland Tennis club would donate “in kind contributions” that the Tennis Club valued at \$11,000 annually. They currently have approximately 76 members who pay \$25-\$50 per month (individual or family rate). Woodland Tennis Club has been working with the School District to offer tennis workshops in the grade schools. Art Williams is asking that the commission allow the Woodland Tennis Club’s in kind contribution to continue.

Director Sullivan encouraged Mr. Williams to contact Staff and determine exactly what the fees would be for the Woodland Tennis Clubs use of City Park Tennis Courts. Commissioners were concerned about the fairness and equity with other user groups of City facilities. Discussion followed with Murphy volunteering to work with staff and the Woodland Tennis Club, and then bring this item back to the Commission at the next meeting.

Quarterly Joint Commission Meeting with COA

Commissioner Tapia stated that the concept of scheduled joint meetings was a good idea. Commissioner Dennis responded that twice a year meetings would work, this way both commission would still have time to complete their current agendas and schedule additional joint meeting on an as needed basis. Scheduled meetings should be March or April to cover Budget and in the fall to discuss pending issues. Parks & Recreation Commission Chair will contact the COA Chair and work out an agenda and date for a Joint Commission Meeting in March, 2010.

Election of Officers

New officers and committees are listed below:

Chair: Angel Barajas

Vice Chair: John Murphy

Standing Committees

Budget & Finance
Community & Senior Center
Child, Youth, & Playground/Facilities
Urban Forestry
Woodland Sports Council

Current Members

Tapia & Barajas
Murphy & Barajas
Dennie & Barajas
Dennie & Murphy
Vacant until needed



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

YMCA Lease Agreement

Commissioner Dennie moved to approve the terms of agreement with the YMCA; Commissioner Murphy seconded the motion. Motion carried 3-0-1 abstain Commissioner Barajas expressed concerns that the YMCA did not provide a fee structure for the “Wellness Center”. Director Sullivan stated that he would put Commissioner Barajas concerns in his report to Council.

Commission Composition

Request to change the Commission from a seven member, to a five member Commission. Concession of Commission was to send this request forward to the City Council.

X. New Business-Information Items

Senior Center Survey

Senior Center Survey was discussed.

Budget Agenda

Director Sullivan explained the budget process.

Aquatic Surveys

Tringali explained how easy “Survey Monkey”, which was the program used for the Aquatic survey, was to use.

XI. Old Business-Action Items

Revision of Contract for instructors

Commissioner Tapia made a motion to approve the amended contract as written, Commissioner Dennie seconded the motion. Motion carried 4-0

Donation and Memorial Policy

Commissioner Tapia made a motion to approve the Donation and Memorial Policy as written, Commissioner Barajas seconded the motion. Motion carried 4-0

XII. Old Business-Information Items (None)

XIII. Committee Reports (None)

XIV. Other Business (None)



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

XV. Business Items for Next Meeting:

- Fee Waiver
- Ballot Measure
- Date of Joint Commission Meeting

XVI. **Next Meeting Date:** February 22, 2010 6:30 p.m.

XVII. **Adjourn:** meeting adjourned at 9:40 p.m.

Respectfully submitted,

Cathy Haynie, Administrative Secretary
Parks & Recreation Department



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

Regular Meeting Minutes February 22, 2010

Call to Order

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

Commissioners Present: Dennie, Tapia, Murphy, Barajas

Absent: None

Staff: Sullivan, Haynie, Petersen, Sanders, Dexter

Pledge of Allegiance

Minutes

Commission Minutes of January 25, 2010 (Item 1)

Commissioner Murphy moved to accept the January 25, 2010 minutes as written. Commissioner Dennie seconded the motion. Motion carried 4-0.

Correspondence None

Public Comment None

Communications Written-Staff Reports

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.

Communications-Commission/Staff Statements and Requests

Director Sullivan reported to the Commission that the City has entered into a Lease Agreement with the YMCA and that the grand opening for the City of Woodland/YMCA Wellness Center is scheduled for March 6, 2010. City is working closely with the Census with space being made available at the C&SC for their hiring and training. February 16, 2010, the Council deferred action on the Commissions and that the City Attorney was looking into variables' and clarification on Quorums.

Presentations (None)



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

New Business-Action Items

Arbor Day (Item 5)

Commissioner Dennie made the motion to ask the Woodland City Council to adopt the proclamation proclaiming March 13, 2010 as Arbor Day in the City of Woodland; Commissioner Murphy seconded the motion. 4-0

Date of Joint Commission Meeting (Item 6)

Commissioner Murphy made the motion to schedule the Joint Commission meeting with the COA on March 22, 2010 at 5:30 p.m. with the Parks & Recreation normal Commission Meeting to follow at 6:30 p.m.; Commissioner Dennie seconded the motion. 4-0

I. New Business-Information Items

Ballot Measure

Director Sullivan explained that staff could not promote the ballot measure but that the Commission could. Commission asked for this item to be put on the Joint and regular Commission meeting agenda, March 22, 2010, as an action item.

II. Old Business-Action Items

Fee Waiver (Item 6)

Art Williams from the Woodland Tennis Club addressed the Commission. The Woodland Tennis Club wanted to thank Commissioner Murphy for meeting with the group and supported Commissioner Murphy's suggested change to the Fee Waiver Policy. Commissioner Tapia made the motion to approve the proposed policy as provided by Commissioner Murphy; Commissioner Murphy seconded the motion. 4-0

III. Old Business-Information Items (None)

IV. Committee Reports (None)

V. Other Business (None)

VI. Business Items for Next Meeting:

Joint Meeting with COA
Ballot Measure
Budget

Parks & Recreation Commission
Ballot Measure
Budget
Arbor Day Update



Parks & Recreation Commission
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VII. **Next Meeting Date:** March 22, 2010 6:30 p.m.

VIII. **Adjourn:** meeting adjourned at 7:34 p.m.

Respectfully submitted,

Cathy Haynie, Administrative Secretary
Parks & Recreation Department



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

Regular Meeting Minutes March 22, 2010

Call to Order

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

Commissioners Present: Dennie, Tapia, Murphy, Barajas

Absent: None

Staff: Sullivan, Haynie, Bain, Sanders, Sissom

Pledge of Allegiance

Minutes

Commission Minutes of February 22, 2010 (Item 1)

Commissioner Murphy moved to accept the February 22, 2010 minutes as written. Commissioner Dennie seconded the motion. Motion carried 4-0.

Correspondence None

Public Comment None

Communications Written-Staff Reports

Parks Report (Item 2)

Recreation Report (Item 3)

Street Tree Report (Item 4)

Street/Tree documents were left out of commission packet. All staff reports will be brought back to the next Commission Meeting for consent.

Communications-Commission/Staff Statements and Requests

Sanders reported on the tree analysis, the tree inventory for the City of Woodland is \$29 million.

Presentations (None)

New Business- Information Items

Ballot Measure

Commissioner Murphy moved to accept Resolution of Support for City Sales Tax Ballot Measure, Commissioner Dennie seconded the motion. 4-0

