

<p>CARNEGIE FORUM 305 W. PINE ST. LODI, CALIFORNIA 95240</p>	<p><b>AGENDA</b> <b>PARKS AND</b> <b>RECREATION</b> <b>COMMISSION</b></p>	<p>REGULAR MEETING TUESDAY, December 3, 2013 @ 7:00 PM</p>
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For information regarding this agenda please contact:

**Terri Lovell @ (209) 333-6742**

**Parks, Recreation and Cultural Services Administrative Secretary**

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1. ROLL CALL
2. MINUTES – “November 5, 2013 Regular Meeting”
3. COMMENTS BY THE PUBLIC, COMMISSION AND STAFF ON NON-AGENDA ITEMS
4. ACTION ITEMS
  - a. Designate Commission Members to Participate on Strategic Plan Screening/Interview Committee
  - b. Approve Proposed New Dog Park Rules
  - c. Establish Rental Fees for Lodi Lake Whole Park
5. REGULAR AGENDA – DISCUSSION ITEMS  
NONE
6. DIRECTOR, SUPERINTENDENT, SUPERVISORS, REPORTS/UPDATES
7. ANNOUNCEMENTS
8. ADJOURNMENT

Pursuant to Section 54954.2(a) of the Government Code of the State of California, this agenda was posted at least 72 hours in advance of the scheduled meeting at a public place freely accessible to the public 24 hours a day.

**\*\*NOTICE:** Pursuant to Government Code §54954.3(a), public comments may be directed to the legislative body concerning any item contained on the agenda for this meeting before (in the case of a Closed Session item) or during consideration of the item.

**MEETING MINUTES**  
**LODI PARKS AND RECREATION COMMISSION**  
**TUESDAY, NOVEMBER 5, 2013**  
**7:02 P.M. - Carnegie Forum**

**I. Roll Call**

Present: Commissioner Wardrobe-Fox, Akin, Morgan, Long  
Absent: Commissioner Palmquist  
Staff Present: Michael Reese, Steve Dutra, Terri Lovell

Commissioner Palmquist arrived at 7:21 pm.

**Minutes of October 1, 2013, Special Meeting**

Motion by Commissioner Morgan to approve the October 1, 2013, meeting minutes as written. Second by Commissioner Akin.

**DISCUSSION**

None

Ayes: Commissioners Wardrobe-Fox, Akin, Morgan, Long  
Noes: None  
Motion carried 4 – 0

**II. Comments by the Public, Commission and Staff on Non-Agenda Items**

Commissioner Akin has had several people contact him regarding the dog park issue. They don't seem to understand what's going on. Commissioner Akin asked if there was any way to clarify it through a newspaper article. Mr. Hood shared that Mr. Dutra is working on signage and they're expanding the northern area at the dog park at Beckman Park. Mr. Hood stated a fence cannot be installed in a basin and he's hoping the owners will keep more control of their dogs. Mr. Dutra added that the signs have been ordered and they'll be installed within a week. Mr. Dutra continued by saying there are two access points to the dog area and they will remain. The man gates that allow access to the sports fields will also have signs stating this is not an appropriate entrance for the dog area. Mr. Dutra encouraged the Commissioners to forward anyone from the public with questions to him. Commissioner Long has seen people walking their dogs at parks that have signage for no dogs. Commissioner Long asked if the park patrol officer can give people warnings prior to issuing the \$500 ticket. Mr. Hood shared that he's instructed the park police officer and have instructed him to spell out what the fine will be. Mr. Hood went on to say that currently the only area where tickets are being issued is the Nature Area at Lodi Lake. He's also asked the Park Maintenance Workers to help with educating the public on the rules. Commissioner Morgan clarified the reason that a fence cannot be installed in the basin is due to trash accumulation. Mr. Dutra stated it's a matter of the flow of water. Public Works doesn't want any restriction of the water flow in or out.

**III. Action Items**

**Approve Request for Qualifications for Strategic Action Plan**

Mr. Hood introduced this item. Mr. Hood is looking for the Commissioners to approve the Request for Qualifications (RFQ) to assist with obtaining a consulting firm that best meets our needs. Mr. Hood outlined a proposed timeline for the process.

Commissioner Akin confirmed that those who respond to the RFQ their fee structure is not part of the selection process. Mr. Hood shared the best fit will be selected and then the committee will look at their fee structure. Commissioner Akin asked if this was budgeted for. Mr. Hood stated there is \$100,000 budgeted through Development Impact Fees. Commissioner Akin is in favor of this issue.

Commissioner Wardrobe-Fox is in favor of the RFQ. She asked if it's possible to narrow the process down to two or three firms and then you could look at more competitive bids at that point. Mr. Hood shared he would like to have two choices and possibly a third. Mr. Hood would like to see what we get and then go from there.

Commissioner Long feels the RFQ is a good idea.

Art Hand, 2212 Manzanita Ct., Lodi – Mr. Hand commended the Commissioners and Mr. Hood for moving forward with the implementation of the strategic plan strategy and then hopefully move forward to the park master plan. Mr. Hand would be honored if the Commission or the City would allow him to be a part of the team that helps put this together.

Motion by Commissioner Akin that the Commission accept Mr. Hood's plan to seek an RFQ for a Strategic Action Plan and move the process forward. Second by Commissioner Wardrobe-Fox.

DISCUSSION:

None

Ayes: Commissioner Wardrobe-Fox, Akin, Morgan, Palmquist, Long

Noes: None

Motion carried 5 – 0

Recommend Fee for Lodi Lake Park Annual Boat Launch or Trailer Pass/Fee

Mr. Hood introduced this item. Mr. Hood shared that the current launch fee is \$5 per boat. Mr. Hood would recommend that the fee be between \$50 and \$75. Should the launch fee then be a trailer fee as often times a trailer will have more than one boat on it. Currently the entrance fee per vehicle is \$4 for residents and \$5 for non-residents. Mr. Hood shared that staff would like to see an annual launch fee and also would like the Commission to decide whether the launch fee should be for a motorized boat or just a trailer fee.

Commissioner Morgan asked what the issue would be if you had a motorized vehicle launch fee only versus a kayak and trailer. Mr. Hood stated it's a discussion item for the Commission to weigh in on.

Commissioner Wardrobe-Fox said she understands a trailer fee because you occupy another space in the parking lot. She would be more in favor of a trailer fee over a motorized vehicle fee.

Commissioner Akin asked how the fees would be collected. Mr. Hood shared you would have to get the annual vehicle entry pass to get the annual launch fee or they pay a daily fee at the entrance. Commissioner Akin agrees with Commissioner Wardrobe-Fox that the trailer fee should apply.

Commissioner Palmquist also agrees that the trailer fee should apply.

Commissioner Wardrobe-Fox asked how many annual vehicle passes have been sold. Mr. Hood stated in excess of 100.

There was discussion by the Commissioners as to what the fee should be.

Annmarie Christian, 1121 S Mills Ave., Lodi – Ms. Christian asked if trailers have VIN numbers? Mr. Hood shared that the way the process works now is a person buys an annual vehicle entry pass and if they buy the annual trailer entry fee there would be a stamp that's put on the annual vehicle entry pass.

Motion by Commissioner Akin that Lodi Lake fees for launching motorized watercraft as well as a daily fee for trailers be \$5 a day or \$50 a year. In addition, an annual boat and trailer pass can be issued only when a vehicle entry pass has been purchased. Second by Commissioner Wardrobe-Fox.

DISCUSSION:

None

Ayes: Commissioner Wardrobe-Fox, Akin, Morgan, Palmquist, Long

Noes: None

Motion carried 5 – 0

**V. Regular Agenda – Discussion Items**

Business Use of Public Parks

Mr. Hood introduced this item.

Commissioner Morgan is sad that the Commission has to look at this issue however he sees the issue and feels that a permit system should be in place. He thinks it's worth looking into.

Mr. Hood clarified that he's only looking at those enterprises that charge a fee.

Commissioner Akin commends the entrepreneurs for starting these businesses and because you're doing business in a City park there should be some kind of permit issued. Commissioner Akin can see having a fee associated as well as having a restricted use of the park. Commissioner Akin would be in favor of asking for insurance, business licenses and an appropriate fee for use of the parks.

Commissioner Palmquist sees an upside of people using the parks. He wouldn't want anything to be financially cumbersome that would discourage use. Commissioner Palmquist would be in favor of supporting this issue.

Commissioner Wardrobe-Fox feels collaboration is imperative. Parks and Recreation programs take precedence and safety issues are a concern. Commissioner Wardrobe-Fox networked with other Commissioners from other cities and she heard resoundingly to work with us or not at all. She would be open to a permitting program and a fee structure. Her number one choice would be collaboration where they the program is put under the Parks & Recreation umbrella.

Commissioner Long asked if programming is being interrupted by these activities. Mr. Reese stated that most of these activities are newer and as programs are being moved to DeBenedetti Park we may run into some conflicts. Mr. Hood shared that there's a group that takes over the tennis court at Legion Park for exercise and the area is not intended for exercise.

Commissioner Long feels it's a first come, first serve for the average person to come onto a park to do what they come to do. He feels that needing insurance is a given. He also feels that City programs should take precedence.

Commissioner Wardrobe-Fox doesn't like the idea of rolling tires on our turf and having hay on the turf will destroy the park.

Commissioner Akin asked if there are other entities using city property, pools, and auditoriums and paying fees. Mr. Hood stated, "Absolutely". Commissioner Akin thinks a fair fee should be established and insurance and business licenses are collected.

Commissioner Wardrobe-Fox asked what we currently require from our instructors for our in-house programs. Mr. Hood stated we do not require insurance for those activities on city property for a temporary or limited basis. Mr. Hood stated this is an evolving issue right now. For ongoing activities, insurance is not required yet however the City Attorney and Risk Manager are in discussion about this right now.

Mr. Reese shared that some activities where the risk is increased like gymnastics insurance is required.

Leigh Hobson, 457 Yokuts Drive, Lodi – Ms. Hobson thanked the Commissioners for allowing her speak tonight. She is the owner of Baby Boot Camp in Lodi and Stockton. She has been a business owner in the City for 6 years. She holds a city business permit. She has been utilizing Legion Park for her business since 2007. Approximately 40% of her customers come from outlining areas. Her main concern is she asks that the fee be reasonable. Ms. Hobson offered her assistance to establish a fee.

Commissioner Akin asked Ms. Hobson if her insurance certificate covers the City. Ms. Hobson stated it didn't however when she uses other facilities her participants sign waivers. Commissioner Akin asked what Ms. Hobson would consider a fair fee. Ms. Hobson stated a yearly fee would be better for her group, possibly a few hundred dollars for the months they're there.

Mr. Dutra shared that he cannot guarantee that the restrooms will be open all the time however he can work with Ms. Hobson to help assist them while they're in the park.

Mr. Hood is not looking at this as a revenue generator for the City. He's looking at it as a way for the City to keep track of whose in the park at what time, what the needs are, is the taxpayer being protected by this as well, and is does the person conducting the program have the qualifications that they may be brought under the City's umbrella.

Commissioner Wardrobe-Fox asked Ms. Hobson what her average participation is. Ms. Hobson said it is 8 – 15 participants. Commissioner Wardrobe-Fox asked if she pays Fitness Systems for use of their indoor

facilities. Ms. Hobson stated she does pay Fitness Systems. Commissioner Wardrobe-Fox asked how Ms. Hobson would like to be under the Parks & Recreation's umbrella. Ms. Hobson would love to see her Baby Boot Camp in the Activity Guide. Her only concern is how enrollments would be taken.

Commissioner Morgan commended Ms. Hobson for her presentation.

Melissa Stroud, 2552 Tejon, Lodi – Ms. Stroud is glad to see that this is not a revenue generating issue. She feels she's a citizen of Lodi and she doesn't see that this activity isn't doing any more wear and tear on the park as what should be done. She also stated that Ms. Hobson's organization is a good steward of the park as they pick up trash when they're there for the boot camp.

Ben McDonald, 10 N. Crescent, Lodi – Mr. McDonald is a local business owner. Mr. McDonald is hearing tonight the biggest issue is responsibility. Mr. McDonald feels this is a good time to look at this issue as outdoor fitness is becoming very popular. He also thinks it's a good time to set fees and rules and regulations.

Commissioner Palmquist thanked Mr. McDonald as a business owner who runs a very similar business that's operated indoors.

Mr. Hood will be happy to meet with Ms. Hobson on this issue and staff will be seeking out the other users that are in our park to have a discussion. Mr. Hood's stated he will move forward with meeting with the various other business that are in our parks and reach some type of consensus on some way to protect the taxpayer from liability also to better understand what type of use is going on in our park and work collaboratively with our responsible users. After the discussions, staff will try to craft some type of agreement that will be brought back to the Commission and then it will be sent off to the City Attorney and the City Council.

#### 2014 Fourth of July Update

Mr. Hood introduced this item. Mr. Hood, at the request of the City Manager, will be updating the Council on this event at their Shirtsleeve meeting on December 3, 2013. The City Manager would like to scale back the annual event due to high costs. There's no plan to change the fireworks show. Mr. Hood stated there would be a \$10,000 - \$15,000 savings by cutting back the event.

Commissioner Akin understands the cost and what's associated with that day as his Rotary Club put on this event in prior years.

#### **VI. Director, Superintendent, Supervisors, Reports/Updates**

(Refer to packet reports for additional information)

Mr. Dutra invited the Commissioners to this Saturday's Fall Tree Clinic at DeBenedetti Park at 10:00 am.

Commissioner Wardrobe-Fox is getting a lot of feedback from the Grape Bowl and its not good feedback regarding access to the visitors side. Mr. Dutra shared there is access to that side however the facility renters are responsible for managing the facility while they're utilizing it.

Mr. Dutra shared that the costs for available trees has increased for the Memorial Tree and Bench Program.

Commissioner Akin is very happy to see that there's formal training that's going to be ongoing.

Commissioner Akin asked how sign-ups are going for youth programs. Mr. Reese stated that baseball was up, girls softball is about the same level, soccer for both boys and girls is the same, jr. volleyball is up slightly, K-3 junior basketball not doing well, 4-6 registration going on now, Comet basketball numbers are up, flag football numbers are up, tackle football is marginally up, summer swim league is up very well.

#### **VII. Announcements**

NONE

#### **VIII. Adjournment**

Meeting adjourned at 9:19 p.m.

LODI PARKS AND RECREATION COMMISSION  
MEETING OF DECEMBER 3, 2013

ACTION ITEM A

*DESIGNATE COMMISSION MEMBERS TO PARTICIPATE ON STRATEGIC  
PLAN SCREENING/INTERVIEW COMMITTEE*

Notes: \_\_\_\_\_  
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Action: \_\_\_\_\_  
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## PARKS AND RECREATION COMMISSION COMMUNICATION

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TO: Lodi Recreation Commission

DATE OF MEETING: December 3, 2013

FROM: Director Hood

SUBJ: Designate Commission Members to Participate on Strategic Plan Screening/Interview Committee

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TYPE ACTION NEEDED: Action

PREPARED BY: Jeff Hood, PRCS Director

RECOMMENDED ACTION: Select two Recreation Commission members and consider other at-large member to serve on the Strategic Action Plan Statement of Qualifications Review Committee

BACKGROUND INFORMATION:

On November 5, 2013, the Recreation Commission unanimously endorsed issuing a Request for Qualifications (RFQ) for firms interested in assisting the PRCS in developing a Strategic Action Plan to guide the department's operations over the next 10 years. The Request for Qualifications was issued on November 11, and firms have until December 11, 2013, to submit their Statements of Qualifications.

Once the statements are received, a committee will screen them and interview those firms that appear to be best-suited to develop a Strategic Action Plan for PRCS. It would be appropriate for two members of the Recreation Commission to serve on the screening committee to assist staff in filtering the statements and participating in interviews. Staff requests that Commissioners select two members and an alternate to serve. The committee will also include key City staff. Commissioners also may want to consider the offer of Mr. Art Hand Jr., to assist as a community representative.

The RFQ timeline is for creating a short list of firms on or about January 9, 2014, with interviews by the end of January.

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FUNDING CONSIDERATION OR IMPACT:

None

LODI PARKS AND RECREATION COMMISSION  
MEETING OF DECEMBER 3, 2013

ACTION ITEM B

*APPROVE PROPOSED NEW DOG PARK RULES*

Notes: \_\_\_\_\_

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Action: \_\_\_\_\_

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## PARKS AND RECREATION COMMISSION COMMUNICATION

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TO: Lodi Recreation Commission  
FROM: Director Hood  
SUBJ: Approve Proposed New Dog Park Rules

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DATE OF MEETING: December 3, 2013

TYPE ACTION NEEDED: Action.  
PREPARED BY: Jeff Hood, PRCS Director  
RECOMMENDED ACTION: Recommend dog park rules.

### BACKGROUND INFORMATION:

Lodi has approximately 9 ½ acres of park available for off-leash exercise of dogs. The Lodi Municipal Code does not allow dogs in City parks except in designated areas. Outside of the requirements that dog owners pick up any feces left by their pets and have proof of rabies vaccines, the ordinance does not set any other rules for conduct in dog parks. Based on news reports, public comments to the PRCS department and staff observations, staff believes some changes are needed.

The School of Veterinary Medicine at UC Davis published a study of dog parks in 2002 and made a series of recommendations for successful off-leash exercise areas. The report, which is attached, summarizes findings after reviewing practices at 17 dog parks. The study includes sections for General Comments, Safety, Noise, Sanitation, Location, Maintenance, Substrate, Rules and Dog Park Clubs.

Recommendations under the "Rules" section are:

1. Post rules in several visible locations; keep the signs well-maintained.
2. Rules should profile user responsibility, especially regarding clean-up.
3. Limit the number of dogs per adult allowed in the park. We suggest no more than 3 per adult user.
4. The park users must have their dog under voice control.
5. Do not allow dogs that are aggressive to other dogs or people into the park.
6. Unsupervised children under the age of 14 should not be allowed into the park for safety reasons.
7. Enforce leash laws in areas surrounding the dog park to decrease the number of dogs illegally off-leash going to and from the park.

The LMC gives the PRCS director a great deal of discretion in setting park rules. Most, if not all of these suggested rules, may be appropriate for Lodi's dog parks. The City Attorney has advised the PRCS director that an ordinance change is not needed; additional park rules may be implemented administratively. Before doing so, the input of the Recreation Commission and interested public members is desired to make the best decision possible.

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### FUNDING CONSIDERATION OR IMPACT:

Minimal cost due to modification of existing signs.

**GUIDELINES FOR ESTABLISHMENT AND MAINTENANCE  
OF SUCCESSFUL OFF-LEASH DOG EXERCISE AREAS**

Produced by:

Program in Veterinary Behavioral Medicine

Center for Animals in Society

School of Veterinary Medicine

1 Shields Avenue

Davis, California 95616

[vetbehavior@ucdavis.edu](mailto:vetbehavior@ucdavis.edu)

Director:

Benjamin L. Hart, DVM, Ph.D., DACVB

Co-directors:

Melissa J. Bain, DVM, DACVB

Lynette A. Hart, Ph.D.

Sponsor:

Rathmann Family Foundation

[RFFoundation@aol.com](mailto:RFFoundation@aol.com)

## **GUIDELINES FOR ESTABLISHMENT AND MAINTENANCE OF SUCCESSFUL OFF-LEASH DOG EXERCISE AREAS**

### **General Comments**

There are many perspectives and types of information that need to be taken into consideration when developing and managing off-leash dog parks that are successful in terms of harmony with the surrounding community as well as with the park users. Community support and involvement is integral to this process, especially in promoting a harmonious relationship with the neighbors of the park. Maintenance, along with the proper selection of a location, is essential in the continued success of a park. Indeed, our research, based on a study of 17 off-leash dog parks, profiles maintenance of the park as probably the single most important determinant of success. Although our research did not show a statistically significant correlation of dog park club involvement and perceived success, the correlation was positive. Managers of parks repeatedly stressed the importance of an active dog park club, and we strongly recommend that these clubs be involved in the planning process, as well as helping to maintain an ongoing relationship with the management of the park. The lines of communication must remain open between the municipality or organization managing the park and the community to promptly address actual or perceived problems, and to profile the benefits that a dog park can bring to the community. Under various headings below, we describe suggested guidelines that should be considered in establishing and managing an off-leash dog park. The specific recommendations are a reflection of conclusions from data analysis of our study of off-leash dog parks, as well as a reflection of repeated comments from interviewed managers and park users.

The topics discussed first involve the primary concerns expressed by community officials, namely safety to humans and other dogs, noise generated from a concentration of barking dogs, and sanitation problems from the build-up of feces. As it turns out, these concerns do not represent the issues deserving of the most attention, because problems in these areas appear to be relatively infrequent, at least in the dog parks that we visited.

Some community decision-makers and park managers mentioned a concern about possible disturbance of wildlife or native plants. Our study focused mainly on urban parks and disturbance of wildlife in these parks did not appear to be an issue. This topic could be addressed in a study that includes more parks established within natural reserves or nature areas.

Finally, in the way of general comments, we strongly encourage communities seriously considering establishing or modifying a dog park to retain a professional consultant knowledgeable in helping to prevent and resolve problems or concerns about off-leash parks.

## **Safety**

Park managers and community officials ranked the safety of people and dogs as a primary concern in dealing with dog parks. However, our study, as well as those conducted elsewhere, reveal that injuries to people and dogs from dog bites at legal off-leash areas are rare. One possible reason for the low risk of a dog bite may be that park users almost always do not bring dogs that are likely to bite other dogs or people. However, overly assertive, overly unruly, and undersocialized dogs can negatively impact the behavior and welfare of other dogs visiting the park. To help ensure that this does not become an issue, the following suggestions should be implemented:

1. Overtly aggressive, overly assertive, overly unruly, and undersocialized dogs should be discouraged from visiting the parks. Park users should be educated in the signs that dogs display when performing these behaviors. While not aggressive to the point of fighting with other dogs, a dog that displays these types of behaviors can cause other dogs to become excessively fearful.
2. Park users should be discouraged from bringing young puppies or fearful dogs to parks, as they may be made more fearful by highly assertive dogs, highly interactive dogs, or rough play. A fearful dog may snap or bite as a way of defending itself, and perhaps develop problems that can be seen outside of the confines of a dog park.
3. The park users must have their dog under voice control.
4. Children should always be closely supervised by a responsible adult.
5. Owners should carry their leash on them at all times.
6. One activity for a dog park club is to help monitor interactions between dogs and other dogs and between dogs and people. The best option for an organization is to obtain indemnification from potential liability from their local government. If a local government has this sort of expectation from a dog park user group, then the governmental entity should be required to indemnify the group and absorb any legal liability (and legal costs) that might ensue.

## **Noise**

This is another frequently mentioned concern of community officials. The noise level at parks invariably increased over baseline in the area of the highest concentration of activity during peak use. The degree that the surrounding community will notice this depends upon the degree to which the noise level potentially reflects an increase in ambient noise from such things as noise from increased automobile traffic. It should be kept in mind that sound level declines exponentially with distance from the source of the sound. Our research revealed no correlation approaching significance between the increase in noise level at dog parks during times of heavy use and ranking of park success. In park locations where noise from dogs may be an issue, we suggest the following:

1. Do not establish a dog park immediately adjacent to residential property lines.
2. If the dog park must be located immediately adjacent to residential property lines, create sound buffers with plants, fencing or earthen berms if needed.
3. If an established park shares a border with residential property lines, move the area of heaviest usage away from that boundary.

## **Sanitation**

This is the third most highly profiled concern of community officials and park managers. However, our study found no significant correlation between fecal counts and success. The absence of a correlation may indicate a rather low occurrence of residual fecal droppings in parks. The median was 1 fecal dropping per 100 square meters (120 square yards). Clearly almost all users of dog parks are conscientious about picking up after their dogs. We did find a correlation between the number of signs reminding users to pick up after their dogs and a lower fecal count. The posting of signs highlighting the rule of picking up feces appeared to be more important than the number of refuse cans available – as long as the cans were accessible and not overflowing. To help assure compliance with community expectations of a clean park, we suggest the following:

1. Plan and budget for an appropriate maintenance and cleaning schedule, done by the municipality or organization managing the dog park.
2. Place signs stating the rules at the entrance(s) to the park, as well as within the park, profiling the rule that owners must pick up the feces of their dogs. Be sure that the signs are well maintained.
3. Provide adequate disposable bags, or other means of removing feces, and refuse cans for feces cleanup.
4. Suggest that an active dog park club help monitor the sanitation of the park.

## **Location**

Our research indirectly points out the important role that the location of a park can have in its perceived success. In some instances, good use may be made of areas that are not in high demand for human-only use. As an extreme, one park was located underneath a freeway. In other instances, a location previously used by transients was upgraded as a community resource by the presence of off-leash dog use. The establishment of a well-maintained and responsibly-used dog park may actually improve the value of some neighborhoods. Another benefit for a well-located park, according to park managers, is that the availability of an off-leash park reduced the tendency for people to allow their dogs off-leash in areas where it is not legal.

Park size is important. We found a correlation between the size of the park and ranking of park success, with larger parks being ranked as more successful. Even for parks less than 3 acres, the larger the better. If everything else is equal, choose the larger of 2 possible locations. As observed by our study investigators, and verified by the manager interviews, it was not uncommon for users to allow their dogs off-leash when coming to or leaving a dog park, even though there were rules against allowing dogs off-leash away from the park. Locating a park close to convenient parking spaces for cars may reduce or eliminate this problem. The following are specific suggestions regarding location:

1. The size of the park should be as large as feasible. However, the municipality or organization managing the park needs to be able to adequately maintain the space.
2. Utilize alternate or nontraditional locations, if needed, to help decrease the chance for conflict with other community users.

1. Locate the park so that it is not directly adjacent to residential property lines, to help decrease the chance of actual and perceived problems between park users and the neighbors. However, the park should be close enough to a residential area that dog owners will take their dogs to the park and not allow them off-leash elsewhere.
2. Provide adequate parking for the dog park users, as most users (95%) drive to them. In addition, locate the off-leash area close to the parking lot as possible to discourage owners letting their dogs off-leash between the dog park and parking.
3. If applicable requirements of the Americans with Disabilities Act (ADA) must be taken into consideration.

## **Maintenance**

If asked about the three things that influence how well an off-leash dog park works, one could answer maintenance, maintenance, and maintenance. This is a factor that proved to significantly correlate with ranking of park success, regardless of park size or whether dog-exclusive or multiple-use. The bottom line is that before establishing on an off-leash park, the community must plan ahead and commit resources for maintenance. The monetary costs and time for maintenance should be budgeted and taken into consideration prior to approval of the park. The factors that are part of maintenance include, but are not limited to, are: frequency of emptying refuse cans; re-supplying disposable plastic pick up bags; replacing or fixing broken, bent, or weathered signs displaying rules; filling holes dug by dogs; irrigation and maintenance of vegetation and turf; repairing fencing. Maintenance also includes cleaning restrooms and other park user amenities, such as benches. One perspective is that, as in reducing the occurrence of graffiti in urban areas by promptly removing graffiti, promptly removing fecal droppings encourages people to follow the rules about cleanliness. The following are our recommendations:

1. Plan and budget for appropriate maintenance and a cleaning schedule, which includes adequate sanitation procedures, filling of holes that are dug by dogs, proper maintenance of the substrate, and proper maintenance of fencing and amenities.
2. It is suggested that an active dog park club help advise the municipality as to the needed resources to maintain the park, and to help monitor their condition. However, do not rely on the club to handle the required maintenance.

## **Substrate**

While the substrate within a park is undoubtedly important and correlates with park success, this is often the most difficult topic for which to make specific recommendations. All substrate types, whether turf, ground tree bark, decomposed granite, or heavily compacted base rock, may be appropriate for some parks or some areas in parks. It is important to choose an appropriate substrate for the location and resources available for adequate maintenance. Some thought must also be given for what is best for the dogs. The following are some guidelines:

1. **Turf.** This is a favorable substrate if the location is appropriate and the municipality is able to undertake fairly intensive maintenance. If turf is planted, it must be adequately maintained to help prevent degeneration into dirt or mud, which includes irrigation, mowing, and weeding. Some parks are closed periodically for reseeded/resodding the grass. Feces may be hard to detect in turf, especially if it is long.

1. **Bark or wood chips.** This substrate is easily maintained. It needs to be replenished periodically, but does afford adequate drainage. Care should be taken when selecting a wood product so that dogs do not get splinters. Wood chips that are used for playgrounds are a good choice. Feces may be difficult to detect on the wood chips, but are easily removed. To some people wood chips are not very aesthetically pleasing.
2. **Decomposed granite.** As with wood chips this is relatively easily maintained. It needs to be replenished periodically. If deep enough and graded well, it allows adequate drainage. Feces are easily detected and removed from this substrate. Maintenance of holes dug by dogs needs to be addressed, because if there is not an adequate depth dogs may dig down to dirt, resulting in muddy holes.
3. **Sand.** This is the natural substrate in parks at the waterfront or on the beach. There is no worry about refilling holes dug by dogs, unless they are extremely large. It affords adequate drainage, and feces are easily detected and removed from this substrate. However, it is difficult for municipalities to maintain and keep clean, often requiring specialized equipment. Sand may become too hot for dogs' feet during warm weather.
4. **Heavily compacted base rock.** This may be the only option available, depending on the location. If used there are precautions to observe. First, pavement may get very hot if in direct sunlight. Secondly, users should be made aware that a dog might develop abrasions on the pads of their feet if they are not accustomed to spending a fair amount of time on this substrate. It is very low maintenance, and feces are easily detected and removed from this substrate. To help decrease odors, an enzyme-based disinfectant/deodorant can be sprayed on this substrate.
5. **Multiple different substrates used together.** Turf, bark, and concrete/asphalt trails may be used in different locations within a park. This offers dogs the opportunity to encounter and choose different types of footing. Trails encourage park users to walk with their dogs, therefore decreasing the density of dogs in one particular area. This also allows the human users the option to exercise themselves more easily.

## Rules

We found that invariably all parks had rules. However, there was a wide disparity in how visible the rules were. The rules must be highly visible, so that everyone is well informed as to what is expected. We found a significant correlation between the number of signs posting fecal cleanup rules and the fecal count per 100 square meters (120 square yards). Short versions of the rules emphasizing clean-up should be posted in locations throughout the park, as well as at the entrance(s). This is an area where an active dog club may be very helpful by helping self-patrol the area. Park managers mentioned that "self-policing" and peer-pressure by park users helps the other users be more aware of the stated rules.

A charged issue about rules is placing a limit on the number of dogs allowed per user. The main concern is with regard to dogwalkers who may bring in as many as 15 dogs at a time. Our observations, reinforced by comments from users of the park, suggest that dogwalkers, and others with more than 3 dogs, are less conscientious about picking up fecal droppings or monitoring interactions with other dogs or people. In light of these observations it seems that limiting the number of off-leash dogs to 3 per adult user is not unreasonable. Here are our suggestions regarding rules:

1. Post rules in several visible locations; keep the signs well-maintained.
2. Rules should profile user responsibility, especially regarding clean-up.
3. Limit the number of dogs per adult allowed in the park. We suggest no more than 3 per adult user.
4. The park users must have their dog under voice control.
5. Do not allow dogs that are aggressive to other dogs or people into the park.
6. Unsupervised children under the age of 14 should not be allowed into the park for safety reasons.
7. Enforce leash laws in areas surrounding the dog park to decrease the number of dogs illegally off-leash going to and from the park.

### **Dog Park Clubs**

The parks visited in our research had a range of dog park club involvement characterized as: none, currently inactive; moderately active with little financial or club newsletter involvement; quite active with a newsletter, and/or dues and meetings; and very active, involved with park management, self-policing by users and with dues, a newsletter and meetings. Clearly, an active dog park club is important to the success of a park and the more active the better. We suggest the following on this topic:

1. Suggest that an active dog park club participate in the planning of a dog park.
2. Suggest meetings of dog park club officials and the park management to review success and address any problems, or when serious problems arise.
3. Suggest that the dog park club sponsor an on-line and/or paper newsletter, and potentially an e-mail listserve, and charge reasonable dues.
4. Encourage the dog park club sponsor fundraiser with park users and periodically contribute proceeds to non-dog related functions, such as science and biology teaching in schools, to help increase harmony with the surrounding community.

LODI PARKS AND RECREATION COMMISSION  
MEETING OF DECEMBER 3, 2013

ACTION ITEM C

*ESTABLISH RENTAL FEES FOR LODI LAKE WHOLE PARK*

Notes: \_\_\_\_\_

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Action: \_\_\_\_\_

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## **Parks, Recreation and Cultural Services Department**

***Creating community through people, parks & programs***

November 20, 2013

Directors Report:       Recreation Commission Meeting  
                                  December 3, 2013  
                                  7 p.m., Carnegie Forum

- **Boat House RFP:** We received one proposal to operate the Boat House on behalf of the City. The proposal, to no surprise, came from Headwaters, the Lodi-based kayak shop. We are attempting to schedule a meeting of the review committee the first week of December to determine if we should move forward in our discussions with Headwaters.
- **Motor Boats:** Some members of the public coordinated a meeting with deputies from the Sheriff's Office and a Lodi Police Department lieutenant to discuss ways to improve boater safety on the Mokelumne River. We have since been in touch with the Sheriff's Office to coordinate ways to disseminate boating safety information, such as fliers and signs at the boat launch.
- **Grape Bowl Noise:** We are arranging to have Daktronics, the company that manufactured the scoreboard and speakers at the Grape Bowl, return soon to consider making adjustments that will reduce the amount of noise heard outside the stadium. We have heard complaints the noise is too loud outside and too soft inside.
- **Free Swimming:** The mayor issued certificates of appreciation to community members, groups and businesses whose donations allowed us to offer free swimming throughout the summer at Blakely Pool. Lodi Health has already committed to funding two weekends in 2014.
- **Lake Passes:** Annual vehicle entry passes for Lodi Lake Park in 2014 are available for purchase at the Recreation Division office for \$50. We anticipate the City Council will consider a resolution setting the annual boat/trailer fee (as recommended by the Recreation Commission) at the January 15 meeting.
- **Commercial Park Use:** Following direction from the November 5 Commission meeting, we will begin reaching out to businesses that use our parks in the first week of December to schedule a meeting addressing a future permitting system.
- **Hutchins Pool:** We anticipate making additional upgrades to the pool in the coming months. Public Works is looking at repairing the sliding window above the pool, preparing bidding specifications for a new boiler, and installing an automated chlorine dispensing system with energy-efficient filtration.

Respectfully Submitted:  
Jeff Hood  
Director – Parks, Recreation and Cultural Services

125 N. STOCKTON STREET  
LODI CA 95240  
(209) 333-6742  
[www.lodi.gov](http://www.lodi.gov)



## PARKS, RECREATION AND CULTURAL SERVICES

### MEMORANDUM

**To:** Jeff Hood, Parks, Recreation and Cultural Services Director  
**From:** Steve Dutra, Park Superintendent  
**Date:** November 25, 2013  
**Subject:** December Commission Meeting

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All Park maintenance part time employees have ended their season with us. We anticipate that our Park Laborers will start returning late February to late March. Existing maintenance staff have started our off-season task list involving leaf removal, sports field renovations, vegetation management in the Nature Area, Beckman Park dog area expansion and signage upgrades, several playground repairs, several memorial tree projects, staff trainings and off season maintenance equipment services and repairs.

Park staff will continue to perform general park maintenance, restroom servicing and provide services at the National Guard Armory and the Grape Bowl through the winter months. We will also prepare the Grape Bowl for a November 30th CIF football use.

The following list reflects some of the projects and tasks the Division is directing their time and resources to:

Steve Dutra:

- \* Assist with the recruitment of new Park Maintenance Laborers for 2014 season.
- \* Facilitate staff training in the subjects of Pesticides, Playground Safety, Forklift Operations, and Arboriculture.
- \* Facilitate the development of turf management strategies for DeBenedetti Park.
- \* Assist in the development of additional strategies to aid in the abatement of vandalism and graffiti we continue to experience within our park system.
- \* Develop long term use plans for the Big Belly solar trash receptacles.
- \* Facilitate the development of a Lodi Lake Park north side parking lot and curb stripping and painting plan.
- \* Tree Lodi will be offered to assist in the maintenance of newly planted trees at the Grape Bowl, Salas Park and Roget Park. Volunteer services may include watering, tree inspections and tree maintenance for an agreed amount of time.
- \* Facilitate in the completion of memorial tree projects at Lodi Lake Park, Salas Park, Vinewood Park and Henry Graves Park.
- \* Provide assistance in the development of several Professional Service Agreements for park repair projects, park site improvements and playground area upgrades.
- \* Facilitate the purchase of Parks and Recreation Division budget allocated vehicle purchases.
- \* Facilitate the development of a Maintenance Management Plan for our 53 acre Nature Area.
- \* Facilitate the development of an Urban Maintenance/Replacement Management Plan for the Peterson Park Bradford Pears and the Lodi Lake Park Cottonwood trees.

- \* Develop, with the assistance of Public Works staff, a preventative maintenance plan for our facility utility systems.

Duane Wright:

- \* Providing oversight for the daily operations of general park maintenance, soccer and baseball field renovations, and leaf removal season and pesticide pre-emergent applications.
- \* Provide new Parks Laborers orientation and necessary training.
- \* Continue our planned schedule for Fibar replenishment for Peterson and Lodi Lake Park north.
- \* Provide oversight for pre-event and post-event inspections and maintenance regarding our all weather surfacing at the Grape Bowl.
- \* Continue with the development of our use of the RTA parks mechanic shop software program recently installed.
- \* Provide oversight with swimming and wading pool maintenance as we train park staff to assume more responsibility in this area.
- \* Provide oversight with post season repairs and maintenance of the Lodi Lake Park wading pool.



PARKS, RECREATION, AND CULTURAL SERVICES  
MEMORANDUM

**To:** Jeff Hood, Parks, Recreation and Cultural Services Director  
**From:** Grant Plath, Recreation Manager  
**Date:** November 18, 2013  
**Subject:** December Commission Report

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**Junior Basketball League (SPARTAN):** Games are up and running. The program runs for 7 consecutive Saturdays ending on December 21, 2013. We have a total of 22 teams this season in the K – 3<sup>rd</sup> grade levels!

**Junior Basketball League (HORNET):** Sign-ups continue to be taken until Tuesday, November 26<sup>th</sup> at 5:30 p.m. Games are scheduled to begin on January 4, 2014, and run for 7 consecutive Saturdays. The 6<sup>th</sup> grade level (only) for both boys and girls will have tryouts, drafts, and the Jim Pollard Tournament at the end of February 2014.

**Comet/Cardinal Basketball:** Teams have been formed following the draft and they are now practicing before games begin the week of December 2nd.

**B.O.B.S.:** The next general session meeting will be held on December 11, 2013, at 7:00 p.m. Lodi Parks & Recreation Department, 125 N. Stockton St. We'll also have our **annual membership** meeting at 7:30 p.m. that evening.



# Boosters of Boys/Girls Sports Organization

Parks & Recreation Department: 125 N. Stockton Street / Lodi, California 95240  
Telephone (209) 333-6742



## B.O.B.S. EXECUTIVE BOARD OFFICERS

EDDIE LONG, PRESIDENT  
JOHN PORTSCHELLER, V.P.  
ROB SHEPARD, SECRETARY  
CINDI FOREMAN, TREASURER

## BOARD OF DIRECTORS

RON BARONE  
DAN BELDEN  
TED COFFEE  
RICK ENGELHARDT  
THOMAS GORDNER  
CHRIS HARRIS  
MIKE HARTUNG  
CHRIS HAUSCHILDT  
RAY HUEY JR  
JORDAN KRANICH  
DENNIS MERRITT  
TONI MEYERS  
ROBERT PAINE  
KIM RUOFF  
RACHELLE SOTO

GRANT PLATH  
ADVISOR

October 9, 2013

## EXECUTIVE BOARD MEETING MINUTES,

Parks & Recreation Office – 7:00PM  
Meeting called to order at 7:00pm by Eddie Long

### I. Roll Call – Shepard

**Excused:** Harris, Kranich, Merritt, Plath, Portschellar and Ruoff

**Late:** Soto

**Absent:** Hauschildt, Engelhardt

### II. MINUTES – Shepard:

\*Meyers motion to accept the minutes as written, Gordner 2<sup>nd</sup>, (passed)

### III. FINANCIAL REPORT – Foreman:

\* Barone motioned to accept the financial report, Meyers 2<sup>nd</sup>, (passed)

### IV. CORRESPONDENCE – Plath: N/R

### V. BOARD COMMENTS and NON AGENDA ITEMS: N/R

### VI. GUEST: N/R

### VII. OLD BUSINESS: N/R

### VIII. NEW BUSINESS: N/R

### IX. COMMITTEE REPORTS.

#### A) SPORTS COMMITTEE – Portschellar:

\*Eddie- we have changed the wording on two pitching rules in the BOBS rule book...

1) All players wishing to pitch must try out. This will apply in all draft leagues.

This will also go for the softball programs.

B) GENERAL SPORTS COMMITTEES:

1) Cal Ripken Jr. Baseball – Harris, Coffee: N/R

a) Majors – Coffee: N/R

b) AAA – Huey: N/R

c) Farm – Long: N/R

d) AA – : N/R

e) Instructional – Merritt: N/R

f) Machine Pitch – Gordner: N/R

2) Babe Ruth: Long, Portschellars: N/R

13-15's-Long: N/R

Senior Babe Ruth – Beldan: N/R

3) American Legion – Lentz, Beldan: N/R

4) Basketball – Coffee, Merritt:

\*Sign ups are going well, 17 kids over.

a) Comet – Coffee:

\*Looks like we might have to add a few teams.

\*try outs are November 6<sup>th</sup>, at 5pm

b) Cardinal – Merritt:

\*try outs November 7<sup>th</sup>, at 5pm

5) Softball – Shepard: We want the regional softball tourneys next year!!

a) 16 & under, 12 & under – Brown: N/R

b) 10 & under, 8 & under, T-Ball – Shepard: N/R

6) Lodi Youth Soccer Chairperson – Engelhardt, Meyers:

\*Play offs are coming and some teams are short players. Toni is asking if it is ok to bring in some flag football players in to fill spots.

\*Ray motioned “no” to letting kids come in and fill in spots. Danny 2<sup>nd</sup>, (passed)

a) Rec. Soccer – Meyers:

\*Flyers are out for Pacific Soccer which will replace our Mini Season.

\*We will be using the GB as a practice facility but we will need a site supervisor.

\*It looks like the city is looking for “free labor” from our coordinators, if they can get our coordinators out there they don’t need to pay for a site supervisor. Eddie will speak to Jeff.

Boys-

Girls-

7) Comp Soccer – Engelhardt, Hauschildt: N/R

8) Flag Football – Gordner, Huey:

\*last regular season weekend and then the Super Bowl.

9) Tackle Football- Barone, Portschellars:

\*Last home game this weekend.

\*Play offs are November 3<sup>rd</sup>.

\*We have access to an almost new 500lb ice machine, (we could put it in the field house).

10) Fall Ball- Long:

\*3 more week of Fall Ball

\*Zack O’Doul is the coach that has stepped up to take care of the portable mound that has to be moved around every weekend because there is no storage container at Blakely Park.

\*We need to adjust next year’s schedule and make sure we take the “fall break” off. There are too many kids on vacation. (Soccer does this)

## C) STANDING COMMITTEES

1) Ad Hoc – Shepard: N/R

2) Concession – Portschellar, Shepard:

\*Things are going good, seems like all of our renters of the Grape Bowl have been happy.

3) Special Events: Shepard, Beldan and Ruoff:

\*Danny motioned to set a cap of \$1000 to get the doors fixed on the BOBS trailer. Mike 2<sup>nd</sup>, (passed)

\*Parking lot went well, we cleared about \$3000.

\*Start thinking about the 2014 crab feed.

4) Equipment – Merritt: N/R

5) Fund Raising- Paine, Meyers:

\*Ticket sales have not been so well for soccer this year, we will be handing them over to football to see if they can pick up some sales.

6) Membership/Corporate Sponsorship – Hartung, Coffee: N/R

- 7) Social and Honor – Ruoff: N/R
- 8) Sponsorships – Meyers, Soto: N/R
- 9) Facility Planning – Long, Portschellar: N/R
- 10) Public Relations- Englehardt, Portschellar: N/R
- 11) Building and Maintenance – Gordner:
  - \*We still need to work on the bull pens at Salas Park.
  - \*A time has been set up for 6pm on Tuesday the 15<sup>th</sup>

**AJOURNMENT:**

Barone motioned to adjourn, Hartung 2<sup>nd</sup>, (passed) 8:15pm

**BOARD MEETINGS:**

Wednesday November 13 at 7:00pm

# Boosters of Boys & Girls Sports

**November 13, 2013 – 7:00PM  
Parks and Recreation Office  
Agenda**

- I. ROLL CALL – Shepard
- II. MINUTES – Shepard
- III. FINANCIAL REPORT – Cindi
- IV. CORRESPONDENCE – Plath
- V. BOARD COMMENTS AND NON-AGENDA ITEMS
- VI. GUEST:
- VII. OLD BUSINESS
- VIII. NEW BUSINESS
- IX. COMMITTEE REPORTS
  - A. SPORTS COMMITTEE - Portschellar
  - B. GENERAL PROGRAM COMMITTEES
    - 1. Cal Ripken Jr. Baseball Chairperson – Coffee, C. Harris
      - a. Major - Coffee
      - b. AAA – Huey
      - c. Farm - Coffee
      - d. AA – Sherman
      - e. Instructional – Merritt
      - f. Machine Pitch – Gordner
    - 2. Babe Ruth: Long, Portschellar
      - a. 13-15's – Long
      - b. Sr. Babe Ruth-Belden
    - 3. American Legion Baseball – Belden
    - 4. Basketball Chairperson – Coffee, Merritt
      - a. Comet - Coffee
      - b. Cardinal - Merritt

5. Softball Chairperson – Shepard
  - a. 16U, 12U - Shepard
  - b. 10U, 8U, 6U – Shepard
6. Lodi Youth Soccer Chairperson – Engelhardt, Meyers
  - a. Rec Soccer – Meyers
  - b. Winter-Season – Engelhardt, Meyers
7. Comp Soccer – Engelhardt, Hauschildt
8. Flag Football – Gordner, Huey
9. Tackle Football- Barone, Portscheller
10. Fall Baseball- Long

C. STANDING COMMITTEES

1. Ad Hoc – Shepard
2. Concessions – Portscheller, Shepard
3. Special Events – Shepard, Belden, Ruoff
4. Equipment – Merritt
5. Fund-raising – Paine, Meyers
6. Membership/Corporate Sponsorship - Coffee
7. Social and Honor – Ruoff
8. Sponsorship – Soto
9. Facility Planning – Portscheller, Long
10. Public Relations – Engelhardt, Portscheller
11. Building and Maintenance – Gordner

X. ADJOURNMENT-

Up coming dates to remember:

- \* Board member dinner January 4<sup>th</sup> – Card Room
- \* Crab feed January 25<sup>th</sup> – Chardonnay Hall Grape Festival Grounds

**Board meetings – 2<sup>nd</sup> Wednesday of the month**  
**Next Meeting: December 11, 2013 7:00 pm**

**Booster of Boys/Girls Sports  
Financial for the month  
Ending 10/31/2013**

Balance in Accounts: as of 11/13/2013

General Account:	\$21,461.33	We received \$575.00 for a refund (wkcomp)
2 <sup>nd</sup> Account:	\$ 6,073.13	
Concession Acct:	\$36,930.47	
CD Bobs:	<u>\$ 4,183.84</u>	
<b>Balance in Bank</b>	<b>\$68,648.77</b>	

Payroll for the month:

Teresa Harris-	\$792.50
Sophia Munguia-	\$284.00
Ray Huey-	\$1,384.60
Antonita Brown-	\$188.00
Cortnee Mynear-	\$92.00
Jill Jespersen-	\$108.00
Karrie Oswalt-	<u>\$304.00</u>
<b>Total Payroll</b>	<b>\$3,189.10</b>

Deposits made in October-	\$1,858.45	Gen Acct
“ “	\$4,792.49	Concession Acct
<b>Total Deposits</b>	<b>\$6,650.94</b>	

Paid out -\$13,825.76

Net profit/loss **-\$10,259.82**



PARKS, RECREATION, AND CULTURAL SERVICES  
MEMORANDUM

**To:** Jeff Hood, Parks, Recreation & Cultural Services Director  
**From:** Michael Reese, Recreation Superintendent  
**Date:** October 22, 2013  
**Subject:** Monthly report

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**Adult Sports**

The three seasons of softball have finally ended, with the final championship games being played on November 11.

Late Nite Basketball has completed six of the eight weeks of regular season play, with playoffs on the horizon. Another session of LNB will be offered with play beginning at the beginning of the new year. The weeknight Adult League began last week, with only six teams registered, and play is held on Wednesday nights in the Grape Pavilion.

**Field and Facility Rentals**

Local high school football has ended, but a final football rental will be held on November 30, with two section championship games scheduled. The CIF Sac-Joaquin Section will be the host.

The problems and complaints about the volume of the sound system were addressed last week with the adjustment of the PA system, when it was reduced approximately 10-20%. I attended the playoff game on November 15, and the sound was very low. The volunteer announcer for each of the various renters may be the largest part of our problem.

**Aquatics**

Instructional and exercise classes continue at the Square, with strong attendance, especially with the colder weather attracting new swimmers. Pool party requests are increasing, with Saturday birthday parties being scheduled with as many as three in one day.

The next activity guide will be used to promote all of our summer aquatics programs, as we will begin taking registrations much earlier than in the past.

**Distance Runs at Lodi Lake and other races**

The fall season includes many races, both in high school competition, and community events. December's annual Christmas Tree Run registration begins on November 1, with some 150 expected to participate.

I will be offering the Reindeer Run again this year, an 8/10 mile run on the closed course of the Parade of Lights. The inaugural race was popular last year, with about ten teams of "reindeer" participating. This race is held in the last ten minutes before the Parade begins, and it was very well received by the teams of runners and the spectators.



Lodi Parks and Recreation Department  
*The Benefits are Endless*

MEMORANDUM

**To:** Jeff Hood  
**From:** Rachel Sandoval  
**Date:** 11/18/13  
**Subject:** December Commission Report

---

**ASP:**

The after school program's children are busy with holiday crafts, planning parties, and the staff are trying to keep the children focused on their homework instead of the holiday season that is just ahead of us. We hired new staff for substitute purposes as well as for vacant positions at the ASP sites. The new staff is doing a great job and the site supervisors are doing a great job of training them out in the field. The kids are ready to challenge and train them also. It is very gratifying when the children explain to new staff how their ASP works. They are correct for the most part of explaining their program and their routine. I love it! Now with the time change, the weather is getting chilly, we are looking forward to the winter break and holiday season.

**Bridge:**

The state reviews went very well. I believe that the state auditors were very impressed with the way LUSD Bridge staff runs their programs, with our assistance of course! The children and their parents were interviewed about program policies, procedures, curriculum, and planned activities. The staff did an excellent job providing the program and being interviewed.

My compliments, they all did a great job. The staff, children, and their families are ready for a holiday. They are all ready for a nice long relaxing break. The pressure is off and they all can enjoy their holidays. Beginning in December, the Bridge program will begin to host a series of family night type of events. They will come in for the event and they will leave with a gift or a handmade child's project, or some type of item to remember the evening. A good example is for Literacy night the kids will get to take a book home.

**Safari Camp:**

There will be no winter camp. The next camp will be held in March. The spring camp dates are March 17 through March 28, 2014. We will strive to advertise early and recruit as many participants as we can. The fall camp was very successful. We will be offering a slight discount if parents sign their children up for both weeks. We will have a single week rate of \$130 per week or both weeks for \$240. We will offer swimming at the square again, nature walks, boat tours, and perhaps a trip to the reptile museum.



PARKS, RECREATION, AND CULTURAL SERVICES  
MEMORANDUM

**To:** Jeff Hood, Parks, Recreation & Cultural Services Director  
**From:** Jennifer Winn  
**Date:** 11/20/13  
**Subject:** Commission Report

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**Senior Commission:**

The Senior Commission held their annual Aging with Grace event on October 24, 2013, from 9:00am – 12:00pm in the Pisano Room at Hutchins Street Square. This year's lineup included Senior Fraud Prevention and Health Directives. Thirty-five seniors and community members attended and the information presented was well received.

Also on October 24, 2013, Hutchins Street Square held a Medicare Part D all day event for seniors. Approximately three hundred seniors attended. UOP Pharmacy students provided free health screenings such as blood pressure checks, glucose tests, and medication evaluations.

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**Lodi Youth Commission/Events:**

Lodi Youth Commission held their first dance of the school year, Fall Formal/Pigskin, on Saturday, November 16<sup>th</sup>. The theme this year was New York, New York. Bids went on sale November 4<sup>th</sup>. The Commission sold 382 tickets/bids which meant 764 students attended.

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**Art Advisory Board (AiPP):**

The Art Advisory Board (AiPP) is busy working on bringing back the Seward Johnson Sculptures to downtown in April – July 2014. The Commission is also working on recruiting more artists for the Traffic Control Box art project. City Council approved \$300 per box for the artist.

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**Lodi Arts Commission:**

Lodi Arts Commission is busy preparing the 2014-2015 Grants. They are also working on getting artists for the 2014 Art Hops. The Art Hops are already full with artists for the rest of the year.