

CITY OF WILDOMAR
MEASURE Z OVERSIGHT ADVISORY COMMITTEE
AGENDA

6:30 P.M. – ADJOURNED REGULAR MEETING

AUGUST 27, 2015
Council Chambers
23873 Clinton Keith Road



Scott Bradstreet, Chairman
Douglas Ames, Committee Member
Kathleen Bundy, Committee Member
Jamie Johnson, Committee Member
Sheila Urlaub, Committee Member

Gary Nordquist
City Manager

Debbie A. Lee
City Clerk

REGULAR MEETING AGENDA AUGUST 27, 2015

REPORTS: All agenda items and reports are available for review at: Wildomar City Hall, 23873 Clinton Keith Road and on the City's website, www.cityofwildomar.org. Any writings or documents provided to a majority of the Committee Members regarding any item on this agenda (other than writings legally exempt from public disclosure) will be made available for public inspection at City Hall during regular business hours.

PUBLIC COMMENTS: Prior to the business portion of the agenda, the Committee will receive public comments regarding any items or matters within the jurisdiction of the governing body. The Chairman will separately call for testimony at the time of each public hearing. If you wish to speak, please complete a "Public Comment Card" available at the Chamber door. The completed form is to be submitted to the City Clerk prior to an individual being heard. Lengthy testimony should be presented to the Committee in writing (15 copies) and only pertinent points presented orally. The time limit established for public comments is three minutes per speaker.

ADDITIONS/DELETIONS: Items of business may be added to the agenda upon a motion adopted by a minimum 2/3 vote finding that there is a need to take immediate action and that the need for action came to the attention of the City subsequent to the agenda being posted. Items may be deleted from the agenda upon request of staff or upon action of the Committee.

CONSENT CALENDAR: Consent Calendar items will be acted on by one roll call vote unless Committee Members, Staff, or the public request the item be discussed and/or removed from the Consent Calendar for separate action.

**PLEASE TURN ALL DEVICES TO VIBRATE/MUTE/OFF
FOR THE DURATION OF THE MEETING. YOUR
COOPERATION IS APPRECIATED.**

CALL TO ORDER – REGULAR SESSION - 6:30 P.M.

ROLL CALL

FLAG SALUTE

APPOINTMENT OF CHAIR AND VICE CHAIR

PUBLIC COMMENTS

This is the time when the Committee receives general public comments regarding any items or matters within the jurisdiction of the Committee that do not appear on the agenda. Each speaker is asked to fill out a “Public Comments Card” available at the Chamber door and submit the card to the City Clerk. Lengthy testimony should be presented to the Committee in writing (15 copies) and only pertinent points presented orally. The time limit established for public comments is three minutes per speaker. Prior to taking action on any open session agenda item, the public will be permitted to comment at the time it is considered by the Committee.

APPROVAL OF THE AGENDA AS PRESENTED

The Committee to approve the agenda as it is herein presented, or, if it the desire of the Committee, the agenda can be reordered at this time.

1.0 CONSENT CALENDAR

There are no items

2.0 GENERAL BUSINESS

2.1 FY 2014-15 Fourth Quarter Report

RECOMMENDATION: Staff recommends that the Committee receive and file the FY 2014-15 Fourth Quarter Report.

2.2 Annual Report Writing Process

RECOMMENDATION: Staff recommends that the Committee discuss the process to prepare the Annual Report from the Committee to the City Council.

2.3 Committee Meeting Dates

RECOMMENDATION: Staff recommends that the Committee set a meeting date schedule for FY 2015-16.

FUTURE AGENDA ITEMS


ADJOURNMENT

If requested, the agenda and backup materials will be made available in appropriate alternative formats to persons with a disability, as required by Section 202 of the Americans With Disabilities Act of 1990 (42 U.S.C. Sec. 12132), and the federal rules and regulations adopted in implementation thereof.

Any person that requires a disability-related modification or accommodation, including auxiliary aids or services, in order to participate in the public meeting, may request such modification, accommodation, aid or service by contacting the City Clerk either in person or by phone at 951/677-7751, no later than 48 hours preceding the scheduled meeting.

I, Debbie A. Lee, Wildomar City Clerk, do certify that on August 24, 2015, by 5:00 p.m., a true and correct copy of this agenda was posted at the three designated posting locations:

Wildomar City Hall, 23873 Clinton Keith Road,
U.S. Post Office, 21392 Palomar Street,
Mission Trail Library, 34303 Mission Trail Blvd.



Debbie A. Lee, CMC, City Clerk

Measure Z Oversight Advisory Committee
Agenda Item #2.1
GENERAL BUSINESS
Meeting Date: August 27, 2015

TO: Chair and Committee Members
FROM: Gary Nordquist, City Manager
SUBJECT: FY 2014-15 Fourth Quarter Report

STAFF REPORT

RECOMMENDATION:

Staff recommends that the Committee receive and file the FY 2014-15 Fourth Quarter Report.

DISCUSSION:

In accordance with the reporting requirements of Measure Z, staff is pleased to present the Pre-Audit Fourth Quarter FY 2014-15 report (July 1, 2014 through June 30, 2015) of financial activities. During the past twelve months \$295,314 were expended on park maintenance and recreation services in accordance with the funding requirements of Measure Z.

The annual revenues from the tax assessments and recreation services were budgeted at \$329,700. As of June 30, 2015, \$332,613 (101%) of the annual revenues were received. Late pays and other revenues are expected to be received by mid September 2015. The budgeted fund balance is \$47,876 or 15% of the total budgeted expenditures.

This report is a Pre-Audit report, and is being produced before the final expenditures and revenues are accounted for and audited. The financial positions of this fund are expected to change. The external auditors routinely perform the annual audit of all City financial data during the October-November time frame, concluding with issuance of the Comprehensive Annual Financial Report (CAFR) in December. It is at time a final report to the City Council from the Measure Z Committee would be most informative regarding the Fund's prior year's fiscal activities.

The Fourth Quarter

During the fourth quarter of Fiscal Year 2014-15, specifically April 11, the City participated with the Rotary Club and held the BBQ Competition event on the grass fields of Marna O'Brien Park. In addition to the thousands of residents who enjoyed the entertainment, vendors and BBQ tastings, there were over 30 out of area BBQ

competitors participating in the event. Many of the competitors complemented the City on the facility, stating they will be back next year.

Additionally, the City held its first Drive-In movie event on May 30, 2015. This event was followed by the Community Health & Fitness Fair/Bicycle Safety Event on June 6, a Movie in the Windsong Park on June 13 and the 2nd Annual Campout in the Park on June 27.

FISCAL IMPACT:

\$295,319.63 has been expended during the fiscal year (pre-audit). These expenditures are 94% of the \$314,300.00 annual budget. Revenues are \$332,613.01 as compared to the \$329,700.00 annual revenue budget.

Measure Z - Parks			
Financial Summary - 4th Quarter			
7/1/2014-6/30/2015			
(Pre-Audit)			
	<i>Budget</i>	<i>Actuals</i>	<i>Actuals as a Percent of Budget</i>
Beginning Fund Balance	\$ 32,576	\$ -	
Revenues	329,700	332,613	101%
Expenditures	314,300	295,320	94%
Ending Fund Balance	47,976	69,869	46%

Submitted and Approved by:
 Gary Nordquist
 City Manager

ATTACHMENTS:

Financial Reports 7/1/2014-06/30/2015

Attachment 1

Measure Z Fund 255 Financial Reports FY 2014-15 (7/1/2014-06/30/2015) Pre - Audit

Measure Z - Parks

Financial Summary - 4th Quarter

7/1/2014-6/30/2015

(Pre-Audit)

	<i>Budget</i>	<i>Actuals</i>	<i>Actuals as a Percent of Budget</i>
Beginning Fund Balance	\$ 32,576	\$ -	
Revenues	329,700	332,613	101%
Expenditures	314,300	295,320	94%
Ending Fund Balance	47,976	69,869	46%

City of Wildomar - Measure Z - Parks
Revenue Summary
Measure Z Fund 255 - Parks FY 14/15 - 4th Quarter Report as of 6-30-2015
(Pre-Audit)

	Annual Budget	Actuals	Remaining Balance	Percent Expended
REVENUES				
255-3320 Special Event Revenue	\$ 2,000.00	\$ 1,160.00	\$ (840.00)	
255-3550 Special Assessment (\$28/parcel)	320,200.00	322,287.26	2,087.26	101%
255-3553 Marna O'Brien Park-Facility Rent	1,500.00	5,453.50	3,953.50	0%
255-3554 Heritage Regency Park-Facility Rent	-	10.00	10.00	0%
255-3555 Windsong Park-Facility Rent	100.00	45.00	(55.00)	0%
255-3556 Breakfast with Santa	4,200.00	3,079.00	(1,121.00)	0%
255-3850 Miscellaneous Income	600.00	578.25	(21.75)	0%
255-3852 Donations	1,000.00	-	(1,000.00)	0%
	-	-		
TOTAL REVENUES	\$ 329,600.00	\$ 332,613.01	\$ 3,013.01	101%

CITY OF WILDOMAR
4th Qtr. Summary by Account Expenditure Reporting
7/1/2014-6/30/2015 (pre-audit, 7-17-2015)

255 - Measure Z Park

EXPENDITURES	BUDGET	EXPENDITURES	VARIANCE FAV<UNFAV>	Prct Used
Community Services				
255-410-4610-51001 Salaries	\$ 19,400	\$ 22,275	\$ (2,875)	115%
255-410-4610-51010 Overtime	-	-	-	0%
255-410-4610-51100 Auto Allowance	500	491	9	98%
255-410-4610-51105 Cell Phone Allowance	400	345	55	86%
255-410-4610-51107 Internet Allowance	400	347	53	87%
255-410-4610-51150 PERS Retirement	7,500	4,545	2,955	61%
255-410-4610-51160 Medicare	500	483	17	97%
255-410-4610-51164 SUI	200	126	74	63%
255-410-4610-51162 FUI	-	-	-	0%
255-410-4610-51200 Medical Ins.	5,200	4,494	706	86%
255-410-4610-51201 Dental Ins.	700	584	116	83%
255-410-4610-51202 Vision Ins.	200	112	88	56%
255-410-4610-51208 Other Ins Premium	-	-	-	0%
255-410-4610-52010 Office Supplies	100	-	100	0%
255-410-4610-52012 Departmental Supplies	3,200	2,893	307	90%
255-410-4610-52016 Reproduction	100	363	(263)	363%
255-410-4610-52105 Meeting/Conferences	100	20	80	20%
255-410-4610-52115 Contractual Services	16,000	14,202	1,798	89%
255-410-4610-52116 Professional Services	12,600	14,500	(1,900)	115%
255-410-4610-52117 Legal Services	4,800	4,992	(192)	104%
Total Community Services	71,900	70,772	1,128	98%
Marna O'Brien Park				
255-410-4611-51010 Overtime	2,000	2,050	(50)	103%
255-410-4611-52010 Office Supplies	500	335	165	67%
255-410-4611-52012 Departmental Supplies	21,600	24,325	(2,725)	113%
255-410-4611-52015 Postage	-	8	(8)	na
255-410-4611-52016 Reproduction	500	1,068	(568)	214%
255-410-4611-52115 Contractual Services	56,800	63,915	(7,115)	113%
255-410-4611-52116 Professional Services	11,000	750	10,250	0%
255-410-4611-53020 Telephone	200	-	200	0%
255-410-4611-53024 Solid Waste	1,200	41	1,159	3%
255-410-4611-53025 Electricity	23,700	22,934	766	97%
255-410-4611-53026 Water	36,400	28,431	7,969	78%
255-410-4611-53028 Communication	-	715	(715)	0%
Total Marna O'Brien Park	153,900	144,572	9,328	94%

CITY OF WILDOMAR
4th Qtr. Summary by Account Expenditure Reporting
7/1/2014-6/30/2015 (pre-audit, 7-17-2015)

Regency Heritage Park

255-410-4612-51010 Overtime	1,700	2,107	(407)	124%
255-410-4612-52010 Office Supplies	100	-	100	0%
255-410-4612-52012 Departmental Supplies	15,300	14,567	733	95%
255-410-4612-52115 Contractual Services	12,500	14,066	(1,566)	113%
255-410-4612-52116 Professional Services	2,400	-	2,400	0%
255-410-4612-53024 Solid Waste	1,000	565	435	57%
255-410-4612-53025 Electricity	500	419	81	84%
255-410-4612-53026 Water	2,000	3,002	(1,002)	150%
Total Regency Heritage Park	35,500	34,726	774	98%

Windsong Park

255-410-4613-51010 Overtime	1,000	967	33	97%
255-410-4613-52010 Office Supplies	600	27	573	5%
255-410-4613-52012 Departmental Supplies	23,400	20,408	2,992	87%
255-410-4613-52020 Legal Notices	-	-	-	0%
255-410-4613-52115 Contractual Services	18,100	16,418	1,682	91%
255-410-4613-52116 Professional Services	1,600	-	1,600	0%
255-410-4613-53024 Solid Waste	600	-	600	0%
255-410-4613-53025 Electricity	500	478	22	96%
255-410-4613-53026 Water	6,700	6,237	463	93%
255-410-4613-53028 Communication	500	715	(215)	0%
Total Windsong Park	53,000	45,250	7,750	85%

Total Park Expenditures	314,300	295,320	18,980	94%
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Net Surplus or (Deficit)	15,300	18,980		
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CITY OF WILDOMAR
4th Qtr. Detailed Expenditure Reporting
7/1/2014-6/30/2015 (pre-audit)

255 - Measure Z Park

ACCOUNT NUMBER	BUDGET	EXPENDITURE DETAIL	EXPENDITURES	BALANCE	Prct Used
255-410-4610		Community Services			
255-410-4610-51001	19,400.00	Salaries	22,275.08	(2,875.08)	115%
255-410-4610-51010	0.00	Overtime	-	-	
255-410-4610-51100	500.00	Auto Allowance	491.15	8.85	98%
255-410-4610-51105	400.00	Cell Phone Allowance	345.00	55.00	86%
255-410-4610-51107	400.00	Internet Allowance	347.40	52.60	87%
255-410-4610-51150	7,500.00	PERS Retirement	4,545.10	2,954.90	61%
255-410-4610-51160	500.00	Medicare	482.98	17.02	97%
255-410-4610-51162	0.00	FUI	-	-	
255-410-4610-51164	200.00	SUI	126.37	73.63	63%
255-410-4610-51200	5,200.00	Medical Ins.	4,494.12	705.88	
255-410-4610-51201	700.00	Dental Ins.	583.64	116.36	83%
255-410-4610-51202	200.00	Vision Ins.	112.57	87.43	56%
255-410-4610-52010	100.00	Office Supplies	0.00	100.00	0%
255-410-4610-52012	3,200.00	Departmental Supplies	2,892.95	307.05	90%
		<i>County of Riverside Environmental Services</i>	144.50		
		<i>Criterion Pictures USA</i>	270.00		
		<i>CROP Production Services, Inc</i>	30.78		
		<i>Dollar Tree</i>	47.52		
		<i>Eagles Mark -Name and Title Plates</i>	204.32		
		<i>Event Wrist Bands</i>	23.59		
		<i>Galileoscope LLC</i>	461.42		
		<i>Home Depot</i>	21.54		
		<i>Lowe's</i>	8.83		
		<i>Office Depot</i>	274.10		
		<i>Janitorial Supplies - A&A services</i>	54.49		
		<i>Print Postal</i>	70.20		
		<i>Smart & Final</i>	63.11		
		<i>Swank Motion Pictures</i>	548.00		
		<i>Temecula Valley Pipe</i>	77.04		
		<i>Temecula Winnelson Co</i>	287.55		
		<i>Wal-Mart</i>	6.96		
		<i>WIX.COM</i>	299.00		
		Total	2,892.95		
255-410-4610-52016	100.00	Reproduction	362.88	-262.88	363%
		<i>Marathon Reprographics</i>	340.20		
		<i>Office Depot</i>	22.68		
		Total	362.88		
255-410-4610-52105	100.00	Meeting/Conferences	19.85	80.15	20%
		<i>Stadium Pizza</i>	19.85		
		Total	19.85		
255-410-4610-52115	16,000.00	Contractual Services	14,201.60	1,798.40	89%
		<i>Accountemps</i>	1,423.85		
		<i>Accounting Services: R. Johnson</i>	6,842.25		
		<i>M.V Cheng & Associates</i>	5,935.50		
		Total	14,201.60		
255-410-4610-52116	12,600.00	Professional Services	14,500.00	-1,900.00	115%
		<i>Albert A. Webb-Engineer's Report and Assessment Filing</i>	7,000.00		
		<i>LSL - CPA's Annual Report</i>	7,500.00		
		Total	14,500.00		
255-410-4610-52117	4,800.00	Legal Services	4,991.73	(191.73)	0%
		<i>Burke, Williams and Sorenson,LLP</i>	4,991.73		
		Total	4,991.73		
Total Community Services	71,900.00		70,772.42	1,127.58	98%

CITY OF WILDOMAR
4th Qtr. Detailed Expenditure Reporting
7/1/2014-6/30/2015 (pre-audit)

255 - Measure Z Park

ACCOUNT NUMBER	BUDGET	EXPENDITURE DETAIL	EXPENDITURES	BALANCE	Prct Used	
Marna O'Brien Park						
255-410-4611-51010	Overtime	2,000.00				
			<i>Overtime</i>	2,049.47	-49.47	102%
			<u>2,049.47</u>			
255-410-4611-52010	Office Supplies	500.00		334.89	165.11	67%
			<i>LEUSD Egg Hunt Materials</i>	213.50		
			<i>99 Cent Store</i>	28.08		
			<i>Smart & Final</i>	93.31		
			<u>334.89</u>			
255-410-4611-52012	Departmental Supplies	21,600.00		24,325.30	-2,725.30	113%
			<i>99 Cent Store</i>	45.52		
			<i>Ace Hardware</i>	15.62		
			<i>A&A Janitorial Services(Cleaning Supplies)</i>	166.16		
			<i>Coast Recreation, Inc.</i>	313.76		
			<i>Common Ground Electrical - Replace Base Covers, Outlets etc.</i>	872.21		
			<i>Costumesupercenter.com (Egg Hunt)</i>	316.98		
			<i>County of Riverside Department of Environment (Health Permits)</i>	774.00		
			<i>Criterion Pictures</i>	615.00		
			<i>Dave Bang Assoc Inc of CA</i>	535.88		
			<i>Doggie Walk Bags, Inc</i>	93.07		
			<i>Dollar Tree</i>	143.92		
			<i>Donut Star</i>	25.35		
			<i>4Imprint</i>	1,335.36		
			<i>Eagle Rents</i>	90.00		
			<i>Galileoscope</i>	180.00		
			<i>Home Depot - Trash Cans for Park</i>	29.97		
			<i>Home Depot</i>	103.92		
			<i>Heyday Records and Events</i>	650.00		
			<i>IASPromotes.com (BBQ Booth Materials)</i>	722.25		
			<i>Michaels</i>	18.31		
			<i>Morrow Plumbing - Pressure Preventer</i>	411.12		
			<i>Mint Print - Park Banners</i>	155.52		
			<i>Murrieta Lock and Safe - Rekeys and Repair.</i>	849.22		
			<i>Oceanside Photo & Telescope</i>	299.70		
			<i>Party City</i>	35.05		
			<i>Print Postal</i>	598.32		
			<i>Real Estate Resource Services - Supplies</i>	1,398.49		
			<i>Recycled Wood Products</i>	9,204.00		
			<i>Reimbursement for Park Supplies - Daniel Torres</i>	53.64		
			<i>Southshore Deli Provisions</i>	305.00		
			<i>Starbucks</i>	61.75		
			<i>Stater Bros</i>	12.48		
			<i>Swank Motion Pictures</i>	274.00		
			<i>Sunny Bunny Easter Eggs.com</i>	1,719.66		
			<i>Tomark Sports</i>	1,629.32		
			<i>Walmart</i>	270.75		
			<u>24,325.30</u>			
255-410-4611-52015	Postage/Mailing	0.00		7.18	-7.18	na
			<i>Ontrac</i>	7.18		
			<u>7.18</u>			
255-410-4611-52016	Reproduction	500.00		1,068.08	-568.08	214%
			<i>Marathon Graphics</i>	833.72		
			<i>Print Postal</i>	234.36		
			<u>1,068.08</u>			

CITY OF WILDOMAR
4th Qtr. Detailed Expenditure Reporting
7/1/2014-6/30/2015 (pre-audit)

255 - Measure Z Park

ACCOUNT NUMBER	BUDGET	EXPENDITURE DETAIL	EXPENDITURES	BALANCE	Prct Used
Marna O'Brien Park- (Continued)					
255-410-4611-52115	Contractual Services	56,800.00			
			63,914.83	-7,114.83	113%
		<i>Able Tree Service</i>	750.00		
		<i>A & A Janitorial Services</i>	5,320.00		
		<i>Cougrzz Rock</i>	600.00		
		<i>Imperial Technical Ser. _Booster Pump Repair</i>	2,182.14		
		<i>Inland Empire Landscape Inc</i>	27,104.00		
		<i>Labor Ready</i>	3,032.11		
		<i>Jolly Jump</i>	1,334.10		
		<i>Protection Rescue Security, Services</i>	3,159.50		
		<i>Ochoa's Backflow testing</i>	80.00		
		<i>Real Estate Resource Services - Park Maintenance</i>	20,143.08		
		<i>Rightway</i>	209.90		
			63,914.83		
255-410-4611-52116	Professional Services	11,000.00	750.00	10,250.00	7%
		<i>Hey Dey Records & Events (DJ services)</i>	450.00		
		<i>Stan Argent- Breakfast with Santa</i>	300.00		
			750.00		
255-410-4611-53020	Telephone	200.00	0.00	200.00	0%
255-410-4611-53024	Solid Waste	1,200.00	40.53	1,159.47	3%
		<i>CR & R</i>	40.53		
			40.53		
255-410-4611-53025	Electricity	23,700.00	22,934.17	765.83	97%
		<i>So Cal Edison thru 6-15-2015</i>	22,934.17		
			22,934.17		
255-410-4611-53026	Water	36,400.00	28,431.37	7,968.63	78%
		<i>Elsinore Valley Muni Water Dist. Thru 6-5-2015</i>	28,431.37		
			28,431.37		
255-410-4611-53028	Communications	0.00	714.82	-714.82	na
		<i>Verizon Wireless</i>	714.82		
			714.82		
Total O'Brien Park		153,900.00	144,570.64	144,570.64	94%

CITY OF WILDOMAR
4th Qtr. Detailed Expenditure Reporting
7/1/2014-6/30/2015 (pre-audit)

255 - Measure Z Park

ACCOUNT NUMBER	BUDGET	EXPENDITURE DETAIL	EXPENDITURES	BALANCE	Prct Used
Heritage Regency Park					
255-410-4612-51010	Overtime	1,700.00		2,107.18	
		<i>Overtime</i>	<u>2,107.18</u>		
			<u>2,107.18</u>		
255-410-4612-52010	Office Supplies	100.00		100.00	0%
			<u>-</u>		
255-410-4612-52012	Departmental Supplies	15,300.00		14,566.51	95.2%
		<i>Coast Recreation, Inc.</i>	261.37		
		<i>Crop Productions Services</i>	85.40		
		<i>Doggie Walk Bags</i>	93.08		
		<i>Home Depot - Trash Cans</i>	43.77		
		<i>Recycled Wood Products</i>	13,806.00		
		<i>Real Estate Services - Supplies</i>	153.74		
		<i>Temecula Valley Pipe & Supply</i>	75.55		
		<i>Hanks Hardware Store</i>	47.60		
			<u>14,566.51</u>		
255-410-4612-52115	Contractual Services	12,500.00		14,065.84	-1,565.84 113%
		<i>A & A Janitorial Services</i>	1,680.00		
		<i>Inland Empire Landscape</i>	7,434.00		
		<i>Ochoa - Backflow Cert (2)</i>	80.00		
		<i>Protection Rescue Security Services</i>	3,168.59		
		<i>Real Estate Resource Services - Maintenance</i>	1,703.25		
			<u>14,065.84</u>		
255-410-4612-52116	Professional Services	2,400.00		0.00	2,400.00 0.0%
			<u>0.00</u>		
255-410-4612-53024	Solid Waste	1,000.00		565.40	434.60 57%
		<i>CR&R</i>	565.40		
			<u>565.40</u>		
255-410-4612-53025	Electricity	500.00		418.55	81.45 84%
		<i>So Cal Edison thru 6-16-2015</i>	418.55		
			<u>418.55</u>		
255-410-4612-53026	Water	2,000.00		3,002.12	-1,002.12 150%
		<i>Elsinore Valley Muni Water Dist thru 6-6-2015</i>	3,002.12		
			<u>3,002.12</u>		
Total Heritage Park		35,500.00	34,725.60	34,725.60	1,181.58 98%

CITY OF WILDOMAR
4th Qtr. Detailed Expenditure Reporting
7/1/2014-6/30/2015 (pre-audit)

255 - Measure Z Park

ACCOUNT NUMBER		BUDGET	EXPENDITURE DETAIL	EXPENDITURES	BALANCE	Prct Used
Windsong Park						
255-410-4613	Windsong Park					
255-410-4613-51010	Overtime	1,000.00		967.05	32.95	97%
			<i>Overtime</i>	<u>967.05</u>		
				<u>967.05</u>		
255-410-4613-52010	Office Supplies	600.00		27.48	572.52	5%
			<i>Stater Bros, (Petty Cash Reimbursement)</i>	<u>27.48</u>		
				<u>27.48</u>		
255-410-4613-52012	Departmental Supplies	23,400.00		20,408.32	2,991.68	87%
			<i>A & A Janitorial Services - Supplies</i>	81.04		
			<i>Ace Hardware - Supplies</i>	53.27		
			<i>CED San Jacinto</i>	120.06		
			<i>Circle K</i>	6.52		
			<i>Coast Recreation, Inc</i>	879.08		
			<i>Criterion Pictures USA</i>	440.00		
			<i>Doggie Walk Bags, Inc</i>	93.08		
			<i>Eagle Rents & Supply</i>	57.28		
			<i>Home Depot - Trash Cans and Supplies</i>	79.30		
			<i>Moore Fence Company</i>	3,874.05		
			<i>Print Postal</i>	373.20		
			<i>Recycled Wood Products</i>	13,806.00		
			<i>Real Estate Services - Supplies</i>	153.74		
			<i>Temecula Valley Pipe & Supply</i>	391.70		
				<u>20,408.32</u>		
255-410-4613-52115	Contractual Services	18,100.00		-	16,417.61	91%
			<i>A & A Janitorial Services</i>	1,200.00		
			<i>Inland Empire Landscape</i>	7,218.00		
			<i>Labor Ready</i>	806.14		
			<i>Mac's Tree Service</i>	850.00		
			<i>Protection Rescue Security Services</i>	2,793.75		
			<i>Real Estate Resource Services - Maint.</i>	2,052.22		
			<i>Rightway</i>	1,497.50		
				<u>16,417.61</u>		
255-410-4613-52116	Professional Services	1,600.00		0.00	1,600.00	0%
				<u>0.00</u>		
255-410-4613-53024	Solid Waste	600.00		0.00	600.00	0%
				<u>-</u>		
255-410-4613-53025	Electricity	500.00		478.19	21.81	96%
			<i>So Cal Edison thru 6-16-15.</i>	478.19		
				<u>478.19</u>		
255-410-4613-53026	Water	6,700.00		6,237.50	462.50	93%
			<i>Elsinore Valley Muni Water Dist thru 6-15-15.</i>	6,237.50		
				<u>6,237.50</u>		
255-410-4613-53028	Communications	500.00		714.82	-214.82	143%
			<i>Verizon Wireless</i>	714.82		
				<u>714.82</u>		
Total Windsong Park		53,000.00		45,250.97	7,749.03	85%
Total Measure Z Park		314,300.00		295,319.63	18,980.37	94%

Measure Z Oversight Advisory Committee
Agenda Item #2.2
GENERAL BUSINESS
Meeting Date: August 27, 2015

TO: Chair and Committee Members
FROM: Gary Nordquist, City Manager
SUBJECT: Annual Report Writing Process

STAFF REPORT

RECOMMENDATION:

Staff recommends that the Committee discuss the process to prepare the Annual Report from the Committee to the City Council.

DISCUSSION:

Discuss the preparation process of the Annual Report as required by Ordinance 71 and Municipal Code section 3.18. specifically;

3.18.020 Purpose.

The tax authorized by this chapter is solely for the purpose of raising revenue to pay for the availability of and the funding, repair, operating and maintenance of community parks and community park related facilities, programs and services within the City of Wildomar. The tax is not imposed as an ad valorem tax on real property, nor a transaction tax or sales tax on the sale of real property. The proceeds of the tax will be deposited in a special fund and shall be restricted for the purposes stated above. As such, the tax is a special tax. (Ord. 71 § 1, 2012)¹

3.18.030 Use of proceeds.

Tax proceeds raised pursuant to this chapter may only be used for Wildomar community park purposes as specified in Section 3.18.020, including, but not limited to, maintaining clean public restrooms, maintaining safe playground equipment, restoring safety lighting, removing graffiti, maintaining sports fields, and maintaining landscaping and public structures situated in Wildomar community parks. Tax proceeds raised pursuant to this chapter may also be used for audit reports as set forth in this chapter. (Ord. 71 § 1, 2012)

3.18.040 Annual report.

An annual report shall be prepared and filed with the City Council of the City as provided in Sections 50075.1 and 50075.3 of the California [Government Code](#), and shall contain: (A) the amount of funds collected and expended; and (B) the status of the community park and community park facilities, programs and services funded by the tax proceeds raised pursuant to this chapter, including the costs of staff, utilities, materials, contract services and other items related to the repair and maintenance of community parks and community park facilities. (Ord. 71 § 1, 2012)

3.18.050 Annual audit.

The Director of Finance shall cause the City's independent auditor to perform an annual audit of the expenditure of the proceeds of the tax imposed by this chapter. (Ord. 71 § 1, 2012)

Several of the Committee Members have concluded their assessments of the park maintenance and operations and those are attached for discussion. Possible report preparation process would follow the following sequence; From this point going forward, the committee the Committee has been provided Pre-Audit financial reports and the independent financial audit will be completed prior to during December 2015. When the audited financial reports are completed, they will be forwarded to the Committee for inclusion in the Parks annual report to the City Council. The data and Committee narratives will be compiled by City staff and provided to the Chair for editing. It is estimated that the draft version of the Parks annual report could be presented to the Committee for review and approval at the January 13, 2016 regularly scheduled meeting.

Other process concepts are encouraged to be discussed during the meeting.

Submitted and Approved by:
Gary Nordquist
City Manager

ATTACHMENTS:

Measure Z Oversight and Advisory Committee Member's Narratives

Attachment 1

Annual Park Maintenance and Operations Assessments

from

Scott Bradstreet

Doug Ames

Kathy Bundy

**CITY OF WILDOMAR
MEASURE Z OVERSIGHT ADVISORY COMMITTEE
ANNUAL PARKS ASSESSMENT**

Committee Member: Scott Bradstreet

Date: 20 July 2015

STATUS OF COMMUNITY PARK AND COMMUNITY PARK FACILITIES:

The facilities for all three community parks have improved over the past year. However, only the condition of the landscape for Windsong Park has improved. The following is the status and recommended improvements by park.

Windsong Park

This park is in the best condition of any of the three parks since Wildomar incorporated. Overall, the park is clean and well-kept, free of trash, debris, and graffiti. All shade structures, play equipments, and site furnishings are clean and in good repair.

The turf is in fair condition, but has gopher holes and needs some weed eradication. Most of the trees in the park are pruned properly and in a healthy condition. However, the several trees need to be re-staked. Many of the new shrubs and ground covers have grown over the past year, but several have been lost. The areas where plants have died still need to be replanted. About a 90% of the planting area is moving toward plant establishment.



Marna O'Brien Park

The facilities at this park are in good condition. The parks is free of trash, debris, and graffiti. All shade structures, play equipments, and site furnishings are clean and in good repair. The only facility item needing attention is paint for fascia on the snackbar/restroom building.

The turf requires significant weed eradication and repair in heavy wear areas. The ballfields have gopher holes and minor drainage issues. The infield arc for the ballfields requires edging and there are weeds in the infield brickdust and dugouts. Most of the trees in the park are pruned properly and in a healthy condition. Several require re-staking. This park still needs additional planting due to the loss of shrubs and groundcover. Some have survived, but in all, more plant material has been lost since last year without replacement. The Cape Myrtles along the street are not doing well. Many shrubs have not survived in perimeter planters, parking lot islands, and the street frontage swale. There should be a replanting program as I had mentioned last year. About 85% of the planting area is either established of

moving toward plant establishment. It is possible for this park to be brought into Average condition with reasonable effort.



Heritage Regency Park

Overall, this park is in very poor condition because of the lack of landscape care. The condition is a disappointment and embarrassment to our city. The facilities for this park are acceptable, but there is some trash and debris present, especially in the drainage swale. All shade structures, play equipments, and site furnishings are clean and in good repair.

There are still large areas with no turf. New trees in the park need to be re-staked. There are several areas where the plants have not established and still have not been replaced or installed. The vacant planting areas and missing turf are now fields of weeds. The southern half of the drainage swale has mud and weeds in it. Less than 50% of the planting area is moving toward plant establishment. It would require significant time and effort to bring this park into Average condition.



**STATUS OF PROGRAMS AND SERVICES:**

Programs and services have continued expansion, increasing the quality of life for Wildomar residents.

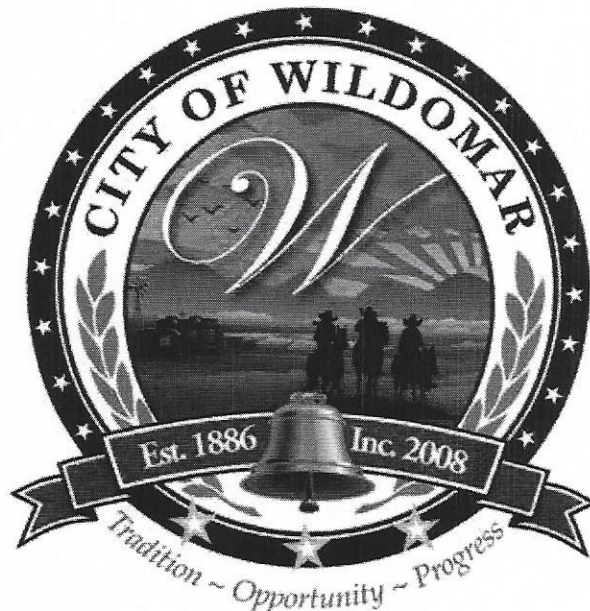
COMMENTS/CONCERNS:

Based on my review of the parks, it appears the Measure Z Funds are not providing the level of care expected. Of the three community parks, only Windsong Park is in at least Average condition. Marna O'Brien Park is in Below Average condition and Heritage Regency Park is in Very Poor Condition. It has now been two years since the City began maintaining the parks. At least an Average condition for each park is expected by now.

City of Wildomar
Measure Z Oversight Advisory Committee

Wildomar Parks
Annual Assessment Guide

June 2015



Scott Bradstreet, Chairman
Douglas Ames, Committee Member
Kathleen Bundy, Committee Member
Jamie Johnson, Committee Member
Sheila Urlaub, Committee Member



Marna O'Brien Park
20505 Palomar Street
Wildomar, CA. 92595

1.0 LANDSCAPE DETAIL

The landscape detail consists of areas that are covered by turf, trees, shrubs, and bark. This detail also includes the baseball diamonds and dugouts. The majority of these locations are maintained by the parks landscape contractor.

1.1 Turf Maintenance

155,000sqft. of "Field" turf used by baseball, football, and soccer leagues.
 36,000sqft. of "Park" turf used alongside the Gazebos and Tot lots.

	Poor	Below Average	Average	Excellent
1. Please rate the overall appearance of the turf at this park location.	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
2. The turf is evenly mowed and trimmed along the edges.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
3. The turf is being adequately watered.	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
4. The amount of weeds is held to a minimum.	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>

1.2 Shrub Gardens

The shrub gardens are located on the perimeter of the park and also around parking lot.
 Totaling 26,346sqft.

	Poor	Below Average	Average	Excellent
1. The shrubs are green and appear healthy.	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
2. The shrubs are well hedged and properly shaped.	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
3. The gardens are adequately watered.	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
4. The garden is properly groomed with no trash and minimal leaves.	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>

1.3 Trees

Original: Bottle Trees – around parking lot

Camphor Tree – next to the water tower and east side of building

GDOS: Chitalpas – perimeter of park turf

Lagerstroemia – along Palomar

Platanus – large trees in shrub gardens and around gazebos

	Poor	Below Average	Average	Excellent
1. The trees appear healthy.	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
2. Tree aprons are trimmed at an adequate height.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
3. The trees allow visibility throughout the park.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
4. All tree limbs are attached and do not present a safety hazard.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>

1.4 Bark Areas

This area consists of all locations that are covered with bark, but not including the Tot Lot. Totaling 35,209sqft.

	Poor	Below Average	Average	Excellent
1. The bark areas are clear of weed and debris.	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
2. The bark is at a reasonable level according to curbs.	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
3. The bark is properly groomed with minimal dirt exposed.	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
4. The bark area does not show any signs of excess watering.	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>

1.5 Baseball Diamonds / Dugouts / Bleachers

There are 3-Baseball Diamonds; each with 2-Dugout and surrounding spectator Bleachers.

	Poor	Below Average	Average	Excellent
1. Please rate the overall appearance of the baseball fields	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
2. The diamonds and dugouts are clear of all weeds and debris.	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
3. The diamonds are adequately level and free of trip hazards.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
4. The bleachers are clean and clear of graffiti.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>

1.6 Additional Comments

Please use this area for any additional comments or concerns:

SEVERAL BARE TURF SPOTS MAINLY NEAR BALL FIELDS
 BARE BARK AREAS THROUGHOUT PARK
 DEAD OR MISSING TREES. ONE TREE WITH HEAVY SNOW DAMAGE
 FENCING AT BALL FIELDS DAMAGED & STRETCHED, MAINLY NEAR
 HOME PLATE AREAS-

2.0 STRUCTURAL DETAIL

The structural detail is based on the main building that is located in the center of the park. The building contains two restrooms, a snack bar, and picnic benches. Also included in this detail are the 3-Gazebos, Tot Lot and Water Tower.

2.1 Building Appearance

This pertains to the overall appearance of the building such as paint, doors, benches, stainless roll-up doors, rain gutters, and vents.

	Poor	Below Average	Average	Excellent
1. Please rate the overall appearance of the main building	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
2. The paint on the building is in good conditions.	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
3. There is no visible graffiti or vandalism.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
4. There are no signs corrosion due to the lack of maintenance.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>

2.2 Building Components

This section pertains to the working components of the building such as rain gutters, doors and handles, stainless roll-up doors, lighting fixtures and electrical outlets.

	Poor	Below Average	Average	Excellent
1. The rain gutter are in working condition	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
2. The doors are working properly	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
3. The light fixtures and electrical outlets are working properly.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
4. There are no visible missing parts to the building.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>

2.3 Restrooms

Men's: 2-stalls and 1- urinal with 2-sinks

Women's: 3-stalls with 2-sinks

	Poor	Below Average	Average	Excellent
1. The restrooms are clean, sanitary and graffiti free.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
2. The sinks, toilets, and urinal are in proper working condition.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
3. The soap and toilet paper are adequately stocked.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
4. The stalls close and lock properly.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>

2.4 Snack Bar Area

This area contains 2-roll up doors with counters and 4-Picnic Tables with Benches.

	Poor	Below Average	Average	Excellent
1. The roll-up doors are visibly appealing and in working condition.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
2. The counters are clean, well painted, and graffiti free.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
3. The tables and benches are clean and safe for use.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
4. There are no food stains or odors in the general area.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>

2.5 Gazebos

There are 3-Gazebos at this location; each with 2-Picnic Tables w/ Benches, BBQ's and Trash Can. The Gazebo closest to the Tot Lot does not contain a BBQ due to the location of a storm drain.

	Poor	Below Average	Average	Excellent
1. Please rate the overall appearance of the Gazebos.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
2. The paint is in good and presentable condition.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
3. The area is in proper working condition and safe for general use.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
4. The Gazebos are clean of all debris and graffiti free.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>

2.6 Tot Lot

The Tot Lot is labeled for the age group of 2-5 years old. Totaling 4,300sqft.

	Poor	Below Average	Average	Excellent
1. The Tot Lot is safe and in working condition.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
2. The area is clean and clear of all debris or graffiti.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
3. The bark is clean and clearly maintained.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
4. The area is appealing and safe for the designated age group.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>

2.7 Water Tower

The Water Tower is located in the center of the parking lot in front of the main structure.

	Poor	Below Average	Average	Excellent
1. Please rate the overall appearance of the Water Tower.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
2. The paint is in good condition.	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
3. The area is clean and free of vandalism or graffiti.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
4. The general area is safe and free of hazards.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>

2.8 Additional Comments

Please use this area for any additional comments or concerns:

WATER TOWER - PAINT ON WOOD FRAME REQUIRES TOUCH UP
STAINS / DIRT ON WALLS IN CENTER COMMON AREA NEAR SWING BAY

MET WITH DANIEL WHO UNLOCKED ALL DOORS
SEVERAL OUTSIDE LIGHTS NOT WORKING ON MAIN BUILDING

3.0 PARK ASSETS

This category consists of park assets that require maintenance or servicing. The majority of these items are serviced by the janitorial contractor.

3.1 Basketball Courts

This park contains 2-courts with 4-hoops on a Plexipave surface.

	Poor	Below Average	Average	Excellent
1. The Basketball Courts are in working condition.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
2. The area is safe and free of hazards.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
3. The Plexipave surface is in good condition.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
4. The general area is appealing and welcoming for use.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>

3.2 Exercise Equipment

This park location has 2-exercise devices located around the Park Turf area.

	Poor	Below Average	Average	Excellent
1. The equipment are safe and free of hazards.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
2. The area is well maintained and properly groomed.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
3. The equipment is clear of graffiti or debris.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
4. The paint is in good condition.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>

3.3 Parking Lot

The parking lot has two entrances from Palomar and may hold up to 149 vehicles.

	Poor	Below Average	Average	Excellent
1. The Parking Lot is clear of debris and graffiti.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
2. The area is safe and properly painted for use.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
3. The handicap and fire sections are clearly marked.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
4. There are no trip hazards, sink holes, or unpaved areas.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>

3.4 Light Poles

The 71 light poles vary from 14 -20 feet tall and require a plastic base cover. The poles are located throughout the park.

	Poor	Below Average	Average	Excellent
1. The poles are visibly safe and in working condition.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
2. The poles are equipped with the proper base covers.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
3. There is no present graffiti or vandalism.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
4. The paint is in good condition.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>

3.5 Picnic Tables and Benches

The Picnic Table locations are: 12-Gazebos, 4-Snack Bar, and 2-Park Turf.
The Bench locations are: 4-Basketball Court, and 4-around the Tot Lot.

	Poor	Below Average	Average	Excellent
1. The Picnic Tables and Benches are clean and safe for use.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
2. The Picnic Tables and Benches are securely fastened down.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
3. The paint is in good condition.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
4. The general area is clear of debris and graffiti.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>

3.6 Drinking Fountains

The Haws drinking fountains are located as following:
2-Snack Bar and 2-Basketball Courts.

	Poor	Below Average	Average	Excellent
1. The Drinking Fountains are operating properly.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
2. The area is clean and sanitary.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
3. The fountains are safe and accessible for ADA and children use.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
4. There is no stains or odors in general area.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>

3.7 Trash Cans

The Trash Cans are located as following:
3-Gazebos, 1-Tot Lot, 1-Snack Bar, 1-Basketball Court and 5-Field Turf walkway.

	Poor	Below Average	Average	Excellent
1. The trash cans are clean and the odor held to a minimum.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
2. The paint is in good condition.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
3. There is no signs of insects or pest in general area.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
4. The park is adequately equipped with trash cans.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

3.8 Dog Bag Dispenser

There are 2 – Dispensers in this park which are located on the east and west entry of the Field Turf walkway.

	Poor	Below Average	Average	Excellent
1. The location of Dog Bag Dispensers encourage use.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
2. The dispensers are properly supplied with bags.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
3. The park has an adequate amount of dispensers.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
4. The dispensers are visibly appealing and in working condition.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>

3.9 Additional Comments

Please use this area for any additional comments or concerns:

DOG BAGS WELL STOCKED

ALL TRASH CANS FRESHLY SERVICED DURING ALL MY VISITS

ONE LIGHT POLE IN SW CORNER OF PARK IS MISSING ITS PLASTIC BASE COVER BUT A TEMP COVER IS INSTALLED

MINOR TRASH IN PARKING LOT



Windsong Park
35459 Prairie Road
Wildomar, CA. 92595

1.0 LANDSCAPE DETAIL

The landscape detail consists of areas that are covered by turf, trees, shrubs, and bark. This detail also includes the creek behind the chain link fence on the west side of the park. These areas are maintained by the parks landscape contractor.

1.1 Turf Maintenance

There is 34,341sqft. of turf at this park location that is irrigated with recycled water from EVMWD.

	Poor	Below Average	Average	Excellent
1. Please rate the overall appearance of the turf at this park location.	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
2. The turf is evenly mowed and trimmed along the edges.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
3. The turf is being adequately watered.	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
4. The amount of weeds is held to a minimum.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>

1.2 Shrub Gardens

This park location contains 35,591sqft. of Shrub Gardens that are located around the perimeter. This includes the 10,500sqft. of ground cover.

	Poor	Below Average	Average	Excellent
1. The shrubs are green and appear healthy.	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
2. The shrubs are well hedged and properly shaped.	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
3. The gardens are adequately watered.	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
4. The garden is properly groomed with no trash and minimal leaves.	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>

1.3 Trees

Original: Fremont Cotton Wood – largest trees in park

Ornamental Pear – located at each entry

Chinese Tallow – north of tot lot

Bottle Tree – north side slope

Eucalyptus – along south end of creek

GDOS: Chitalpa – surrounding basketball court

Coast Live Oak – south entry

	Poor	Below Average	Average	Excellent
1. The trees appear healthy.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
2. Tree aprons are trimmed at an adequate height..	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
3. The trees allow visibility throughout the park.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
4. All tree limbs are attached and do not present a safety hazard.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>

1.4 Bark Areas

This area consists of all locations that are covered with bark, but not including the Tot lot. Totaling 37,714sqft.

	Poor	Below Average	Average	Excellent
1. The bark areas are clear of weed and debris.	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
2. The bark is at a reasonable level according to curbs.	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
3. The bark is properly groomed with minimal dirt exposed.	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
4. The bark area does not show any signs of excess watering.	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>

1.5 Creek Garden

This area is not accessible to the general public. It is sectioned off by 450 linear feet of fencing.

	Poor	Below Average	Average	Excellent
1. Please rate the overall appearance of the creek garden	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
2. The shrubs are properly trimmed	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
3. The trees are trimmed and allow clear visibility	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
4. The creek is clear of all trash and debris.	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>

1.6 Additional Comments

Please use this area for any additional comments or concerns:

MINOR WEEDS PRESENT

BROWN PATCHES ON TURF

BARK IS THIN OR MISSING IN SEVERAL AREAS

CREEK GARDEN NEEDS A GOOD WALK THROUGH & CLEANING TO REMOVE TRASH & DEBRIS

2.0 STRUCTURAL DETAIL

This detail is based on the main structures that are found at this location which consists of the Tot Lot and 3-Gazebos.

2.1 Gazebos

There are 3-Gazebos at this location; each with 2-Picnic Tables, BBQ's and Trash Can. The Gazebo closest to the creek has 2-BBQ grills but does not contain any Picnic Tables due to the increased of vandalism.

	Poor	Below Average	Average	Excellent
1. Please rate the overall appearance of the Gazebos.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
2. The paint is in good and presentable condition.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
3. The area is in proper working condition and safe for general use.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
4. The Gazebos are clean of all debris and graffiti free.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>

2.2 Tot Lots

The Tot Lot is labeled for the age group of 2-5 years old. Totaling 3228sqft.

	Poor	Below Average	Average	Excellent
1. The Tot Lots are in safe and working condition.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
2. The area is clean and clear of all debris or graffiti.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
3. The bark is clean and clearly maintained.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
4. The area is appealing and safe for the designated age group.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>

2.3 Additional Comments

Please use this area for any additional comments or concerns:

ONE GAZEBO HAS NO TABLES

TOT LOT IN GREAT SHAPE & WAS BEING USED DURING EACH OF MY VISITS

3.0 PARK ASSETS

This category consists of park assets that require maintenance or servicing. The majority of these items are serviced by the janitorial contractor.

3.1 Basketball Court

This park contains 1-court with 2-hoops on a Plexipave surface.

	Poor	Below Average	Average	Excellent
1. The Basketball Courts are in working condition.	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
2. The area is safe and free of hazards.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
3. The Plexipave surface is in good condition.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
4. The general area is appealing and welcoming for use.	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>

3.2 Light Poles

The 3-light poles at this location are 14ft tall and require a plastic base cover. The poles are found on the west side fence line.

	Poor	Below Average	Average	Excellent
1. The poles are visibly safe and in working condition.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
2. The poles are equipped with the proper base covers.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
3. There is no present graffiti or vandalism.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
4. The paint is in good condition.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>

3.3 Picnic Tables and Benches

The Picnic Table locations are: 4-Gazebos.

The Bench locations are: 1-North Entry, 3-South of Tot Lot

	Poor	Below Average	Average	Excellent
1. The Picnic Tables and Benches are clean and safe for use.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
2. The Picnic Tables and Benches are securely fastened down.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
3. The paint is in good condition.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
4. The general area is clear of debris and graffiti.	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>

3.4 Trash Cans

There is 1- Trash Can located at each of the Gazebos.

	Poor	Below Average	Average	Excellent
1. The trash cans are clean and the odor held to a minimum.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
2. The paint is in good condition.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
3. There is no signs of insects or pest in general area.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
4. The park is adequately equipped with trash cans.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>

3.5 Fencing

This park location is enclosed by chain link fencing. This detail consists of 450 linear feet that section off the west side creek, the 41 linear feet at the south entry, and the 26 linear feet at the north entry.

	Poor	Below Average	Average	Excellent
1. The fencing and posts are functioning properly	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
2. The paint and coating are in good, presentable condition.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
3. There are no breaks or missing components.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
4. The fence does not take away from the parks appearance.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>

3.6 Rocks

Surrounding the east side of this park location are 38 rocks that act as décor.

	Poor	Below Average	Average	Excellent
1. The rocks are evenly placed throughout the perimeter.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
2. There is no visible growth on the rocks due to over watering.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
3. The rocks are graffiti free	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
4. The rocks are fixed and do not presenting a hazard.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>

3.7 Additional Comments

Please use this area for any additional comments or concerns:

ONE BASKETBALL NET IS TORN
 PICNIC TABLES HAVE SCRATCHED IN GRAFFITI
 TRASH CANS HAD FRESH LINERS EACH VISIT
 PORTA POTTI CLEAN & RECENTLY SERVICED



Heritage Regency Park
20171 Autumn Oak Place
Wildomar, CA. 92595

1.0 LANDSCAPE DETAIL

The landscape detail consists of areas that are covered by groundcover, trees, shrubs and swale that runs along the entire park. These areas are maintained by the parks landscape contractor.

1.1 Groundcover Maintenance

This pertains to the 30,248sqft of weeds that act as groundcover. The reasoning behind the weed growth is to prevent dirt from washing into the swale during rain or rain runoff.

	Poor	Below Average	Average	Excellent
1. Please rate the overall appearance of this park location.	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
2. The weeds are evenly mowed and trimmed along the edges.	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
3. The weeds are watered to a minimum to promote growth.	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
4. The amount of exposed dirt is held to a minimum.	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>

1.2 Shrub Gardens

The shrubs area consists of 45,880sqft of hillside that is located around the north side wall and south side of the Dog Park.

	Poor	Below Average	Average	Excellent
1. The shrubs are green and appear healthy.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
2. The shrubs are well hedged and properly shaped.	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
3. The gardens are adequately watered.	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
4. The garden is properly groomed with no trash and minimal leaves.	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>

1.3 Trees

Original: Afghan Pine – along north side wall and south gazebo

California Sycamore – along north side wall

GDOS: Coast Live Oak – along north side wall

California Sycamore – along north and south perimeters

	Poor	Below Average	Average	Excellent
1. The trees appear healthy.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
2. Tree aprons are trimmed at an adequate height.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
3. The trees allow visibility throughout the park.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
4. All tree limbs are attached and do not present a safety hazard.	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>

1.4 Swale

This area pertains to the drain that runs along the 756 linear feet of park.

	Poor	Below Average	Average	Excellent
1. The Swale is clear of all debris.	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
2. There is a minimal amount of dirt or sand in the swale.	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
3. The Swale is not over run by weeds or other vegetation.	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
4. The cobble stones are visible and fixed along the Swale.	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>

1.5 Additional Comments

Please use this area for any additional comments or concerns:

MANY DIRT PATCHES WITH NO GROUND COVER
SUMMER IS HOME TO MANY WEEDS & EXCESSIVE DIRT

ONE TREE AT ENTRANCE NEAR SCHOOL & DOG PARK
HAS A LOW HANGING BRANCH

2.0 STRUCTURAL DETAIL

This detail is based on the main structures that are found at this location which consists of the Tot Lot, 2-Gazebos and 1- Shade Structure.

2.1 Gazebos

There are 2-Gazebos at this location; each with 3-Picnic Tables, BBQ's and Trash Can.

	Poor	Below Average	Average	Excellent
1. Please rate the overall appearance of the Gazebos.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
2. The paint is in good and presentable condition.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
3. The area is in proper working condition and safe for general use.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
4. The Gazebos are clean of all debris and graffiti free.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>

2.2 Shade Structure

The shade structure is located in the center of the park with 3-Picnic Tables.

	Poor	Below Average	Average	Excellent
1. Please rate the overall appearance of the Shade Structure.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
2. The paint is in good and presentable condition.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
3. The area is in proper working condition and safe for general use.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
4. The structure is clean of all debris and graffiti free.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>

2.3 Tot Lot

The Tot Lot is labeled for the age group of 5 -12 years old. Totaling 5,442sqft.

	Poor	Below Average	Average	Excellent
1. The Tot Lots are in safe and working condition.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
2. The area is clean and clear of all debris or graffiti.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
3. The bark is clean and clearly maintained.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
4. The area is appealing and safe for the designated age group.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>

2.4 Dog Park

This area pertains to the 12,177sqft. that is split into two separate sections:
 Large Dogs and Small Dogs.

	Poor	Below Average	Average	Excellent
1. Please rate the overall appearance of the Dog Park.	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
2. The Dog Park is free of all trash and debris.	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
3. The DG is well groomed with weeds held to a minimum.	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
4. The equipment is in good and safe condition.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>

2.5 Additional Comments

Please use this area for any additional comments or concerns:

MINOR TRASH & WEEDS IN DOG PARK
DOG PARK SHOULD BE SURFACED DRUG

HAPPY TO SEE GATE LATCHES REPAIRED

3.0 PARK ASSETS

This category consists of park assets that require maintenance or servicing. The majority of these items are serviced by the janitorial contractor.

3.1 Basketball Court

This park contains 2-half courts with 2-hoops on a concrete surface.

	Poor	Below Average	Average	Excellent
1. The Basketball Courts are in working condition.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
2. The area is safe and free of hazards.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
3. The surface is in good condition.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
4. The general area is appealing and welcoming for use.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>

3.2 Picnic Tables and Benches

The Picnic Table locations are: 3-Gazebos, 3-Shade Structure

The Bench locations are: 4-Tot Lot, 2-East Walkway 2-Large Dog Park, 2-Small Dog Park

	Poor	Below Average	Average	Excellent
1. The Picnic Tables and Benches are clean and safe for use.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
2. The Picnic Tables and Benches are securely fastened down.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
3. The paint is in good condition.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
4. The general area is clear of debris and graffiti.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>

3.3 Trash Cans

The Trash Cans are located as following:
2-Gazebos and 1-Shade Structure, 1-Large Dog Park

	Poor	Below Average	Average	Excellent
1. The trash cans are clean and the odor held to a minimum.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
2. The paint is in good condition.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
3. There is no signs of insects or pest in general area.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
4. The park is adequately equipped with trash cans.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>

3.4 Dog Bag Dispenser

The Dispensers are located as following:
1- Autumn Oak entrance, 1-Large Dog Park.

	Poor	Below Average	Average	Excellent
1. The location of Dog Bag Dispensers encourage use.	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
2. The dispensers are properly supplied with bags.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
3. The park has an adequate amount of dispensers.	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
4. The dispensers are visibly appealing and in working condition.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>

3.5 Fencing

The majority of this park location is enclosed by chain link fencing. The Dog Park is also enclosed and separated by black vinyl coated fencing.

	Poor	Below Average	Average	Excellent
1. The fencing and posts are functioning properly	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
2. The paint and coating are in good, presentable condition.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
3. There are no breaks or missing components.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
4. The fence does not take away from the parks appearance.	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>

3.6 Additional Comments

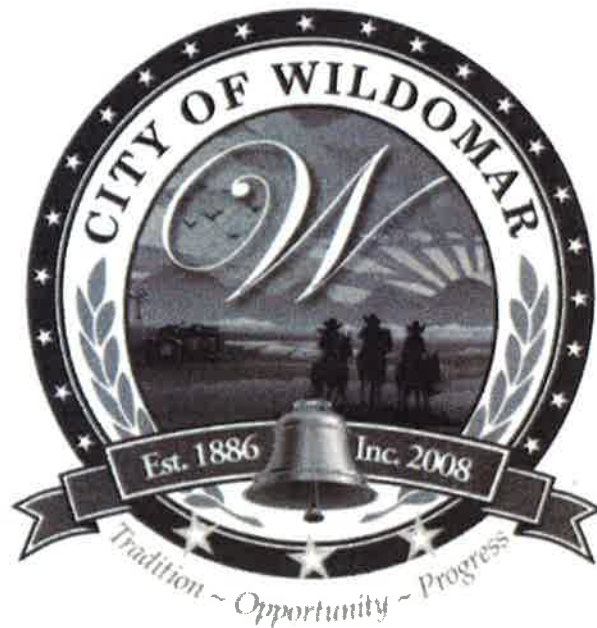
Please use this area for any additional comments or concerns:

GAZEBO #2 HAS POLE WITH NOTHING ATTACHED
 GATE AT ENTRANCE NEAR SCHOOL & DOG PARK SHOWS
 DAMAGE ? REPAIR FROM CLIMBING OVER
 FENCE POLE NEAR DOG PARK (BUT NOT DP FENCE) HAS A BENT POLE
 HOLE IN FENCING NEAR MAIN ENTRANCE
 FENCE JUST OUTSIDE OF DP DAMAGED ? DOWN
 "LARGE DOG" SIGN MISSING
 SMALL DOG AREA SHOULD HAVE ITS OWN DOG BAG
 DISPENSER

City of Wildomar
Measure Z Oversight Advisory Committee

Wildomar Parks
Annual Assessment Guide

June 2015



RECEIVED

AUG 11 2015

CITY OF WILDOMAR
CITY CLERK'S OFFICE

Scott Bradstreet, Chairman
Douglas Ames, Committee Member

From



Kathy Bundy



**Marna O'Brien Park
 20505 Palomar Street
 Wildomar, CA. 92595**

1.0 LANDSCAPE DETAIL

The landscape detail consists of areas that are covered by turf, trees, shrubs, and bark. This detail also includes the baseball diamonds and dugouts. The majority of these locations are maintained by the parks landscape contractor.

1.1 Turf Maintenance

155,000sqft. of "Field" turf used by baseball, football, and soccer leagues.
 36,000sqft. of "Park" turf used alongside the Gazebos and Tot lots.

	Poor	Below Average	Average	Excellent
1. Please rate the overall appearance of the turf at this park location.	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
2. The turf is evenly mowed and trimmed along the edges.	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
3. The turf is being adequately watered.	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
4. The amount of weeds is held to a minimum.	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>

1.2 Shrub Gardens

The shrub gardens are located on the perimeter of the park and also around parking lot.
 Totaling 26,346sqft.

	Poor	Below Average	Average	Excellent
1. The shrubs are green and appear healthy.	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
2. The shrubs are well hedged and properly shaped.	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
3. The gardens are adequately watered.	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
4. The garden is properly groomed with no trash and minimal leaves.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>

1.3 Trees

Original: Bottle Trees – around parking lot
 Camphor Tree – next to the water tower and east side of building
 GDOS: Chitalpas – perimeter of park turf
 Lagerstroemia – along Palomar
 Platanus – large trees in shrub gardens and around gazebos

	Poor	Below Average	Average	Excellent
1. The trees appear healthy.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
2. Tree aprons are trimmed at an adequate height.	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
3. The trees allow visibility throughout the park.	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
4. All tree limbs are attached and do not present a safety hazard.	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>

1.4 Bark Areas

This area consists of all locations that are covered with bark, but not including the Tot Lot. Totaling 35,209sqft.

	Poor	Below Average	Average	Excellent
1. The bark areas are clear of weed and debris.	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
2. The bark is at a reasonable level according to curbs.	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
3. The bark is properly groomed with minimal dirt exposed.	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
4. The bark area does not show any signs of excess watering.	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>

1.5 Baseball Diamonds / Dugouts / Bleachers

There are 3-Baseball Diamonds; each with 2-Dugout and surrounding spectator Bleachers.

	Poor	Below Average	Average	Excellent
1. Please rate the overall appearance of the baseball fields	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
2. The diamonds and dugouts are clear of all weeds and debris.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
3. The diamonds are adequately level and free of trip hazards.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
4. The bleachers are clean and clear of graffiti.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>

1.6 Additional Comments

Please use this area for any additional comments or concerns:

This park is used the most & maintained for events. It is maintained well.

2.0 STRUCTURAL DETAIL

The structural detail is based on the main building that is located in the center of the park. The building contains two restrooms, a snack bar, and picnic benches. Also included in this detail are the 3-Gazebos, Tot Lot and Water Tower.

2.1 Building Appearance

This pertains to the overall appearance of the building such as paint, doors, benches, stainless roll-up doors, rain gutters, and vents.

	Poor	Below Average	Average	Excellent
1. Please rate the overall appearance of the main building	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
2. The paint on the building is in good conditions.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
3. There is no visible graffiti or vandalism.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
4. There are no signs corrosion due to the lack of maintenance.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>

2.2 Building Components

This section pertains to the working components of the building such as rain gutters, doors and handles, stainless roll-up doors, lighting fixtures and electrical outlets.

	Poor	Below Average	Average	Excellent
1. The rain gutter are in working condition	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
2. The doors are working properly	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
3. The light fixtures and electrical outlets are working properly.	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
4. There are no visible missing parts to the building.	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>

2.3 Restrooms

Men's: 2-stalls and 1- urinal with 2-sinks
 Women's: 3-stalls with 2-sinks

	Poor	Below Average	Average	Excellent
1. The restrooms are clean, sanitary and graffiti free.	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
2. The sinks, toilets, and urinal are in proper working condition.	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
3. The soap and toilet paper are adequately stocked.	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
4. The stalls close and lock properly.	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>

2.4 Snack Bar Area

This area contains 2-roll up doors with counters and 4-Picnic Tables with Benches.

	Poor	Below Average	Average	Excellent
1. The roll-up doors are visibly appealing and in working condition.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
2. The counters are clean, well painted, and graffiti free.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
3. The tables and benches are clean and safe for use.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
4. There are no food stains or odors in the general area.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>

2.5 Gazebos

There are 3-Gazebos at this location; each with 2-Picnic Tables w/ Benches, BBQ's and Trash Can. The Gazebo closest to the Tot Lot does not contain a BBQ due to the location of a storm drain.

	Poor	Below Average	Average	Excellent
1. Please rate the overall appearance of the Gazebos.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
2. The paint is in good and presentable condition.	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
3. The area is in proper working condition and safe for general use.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
4. The Gazebos are clean of all debris and graffiti free.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>

2.6 Tot Lot

The Tot Lot is labeled for the age group of 2-5 years old. Totaling 4,300sqft.

	Poor	Below Average	Average	Excellent
1. The Tot Lot is safe and in working condition.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
2. The area is clean and clear of all debris or graffiti.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
3. The bark is clean and clearly maintained.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
4. The area is appealing and safe for the designated age group.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>

2.7 Water Tower

The Water Tower is located in the center of the parking lot in front of the main structure.

	Poor	Below Average	Average	Excellent
1. Please rate the overall appearance of the Water Tower.	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
2. The paint is in good condition.	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
3. The area is clean and free of vandalism or graffiti.	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
4. The general area is safe and free of hazards.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>

2.8 Additional Comments

Please use this area for any additional comments or concerns:

3.0 PARK ASSETS

This category consists of park assets that require maintenance or servicing. The majority of these items are serviced by the janitorial contractor.

3.1 Basketball Courts

This park contains 2-courts with 4-hoops on a Plexipave surface.

	Poor	Below Average	Average	Excellent
1. The Basketball Courts are in working condition.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
2. The area is safe and free of hazards.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
3. The Plexipave surface is in good condition.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
4. The general area is appealing and welcoming for use.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>

3.2 Exercise Equipment

This park location has 2-exercise devices located around the Park Turf area.

	Poor	Below Average	Average	Excellent
1. The equipment are safe and free of hazards.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
2. The area is well maintained and properly groomed.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
3. The equipment is clear of graffiti or debris.	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
4. The paint is in good condition.	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>

3.3 Parking Lot

The parking lot has two entrances from Palomar and may hold up to 140 vehicles.

	Poor	Below Average	Average	Excellent
1. The Parking Lot is clear of debris and graffiti.	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
2. The area is safe and properly painted for use.	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
3. The handicap and fire sections are clearly marked.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
4. There are no trip hazards, sink holes, or unpaved areas.	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>

3.4 Light Poles

The 71 light poles vary from 14 -20 feet tall and require a plastic base cover. The poles are located throughout the park.

	Poor	Below Average	Average	Excellent
1. The poles are visibly safe and in working condition.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
2. The poles are equipped with the proper base covers.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
3. There is no present graffiti or vandalism.	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
4. The paint is in good condition.	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>

3.5 Picnic Tables and Benches

The Picnic Table locations are: 12-Gazebos, 4-Snack Bar, and 2-Park Turf.
The Bench locations are: 4-Basketball Court, and 4-around the Tot Lot.

	Poor	Below Average	Average	Excellent
1. The Picnic Tables and Benches are clean and safe for use.	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
2. The Picnic Tables and Benches are securely fastened down.	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input checked="" type="radio"/>
3. The paint is in good condition.	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
4. The general area is clear of debris and graffiti.	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>

3.6 Drinking Fountains

The Haws drinking fountains are located as following:
2-Snack Bar and 2-Basketball Courts.

	Poor	Below Average	Average	Excellent
1. The Drinking Fountains are operating properly.	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
2. The area is clean and sanitary.	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
3. The fountains are safe and accessible for ADA and children use.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
4. There is no stains or odors in general area.	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>

3.7 Trash Cans

The Trash Cans are located as following:
3-Gazebos, 1-Tot Lot, 1-Snack Bar, 1-Basketball Court and 5-Field Turf walkway.

	Poor	Below Average	Average	Excellent
1. The trash cans are clean and the odor held to a minimum.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
2. The paint is in good condition.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
3. There is no signs of insects or pest in general area.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
4. The park is adequately equipped with trash cans.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>

3.8 Dog Bag Dispenser

There are 2 – Dispensers in this park which are located on the east and west entry of the Field Turf walkway.

	Poor	Below Average	Average	Excellent
1. The location of Dog Bag Dispensers encourage use.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
2. The dispensers are properly supplied with bags.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
3. The park has an adequate amount of dispensers.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
4. The dispensers are visibly appealing and in working condition.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>

3.9 Additional Comments

Please use this area for any additional comments or concerns:



**Windsong Park
35459 Prairie Road
Wildomar, CA. 92595**

1.0 LANDSCAPE DETAIL

The landscape detail consists of areas that are covered by turf, trees, shrubs, and bark. This detail also includes the creek behind the chain link fence on the west side of the park. These areas are maintained by the parks landscape contractor.

1.1 Turf Maintenance

There is 34,341sqft. of turf at this park location that is irrigated with recycled water from EVMWD.

	Poor	Below Average	Average	Excellent
1. Please rate the overall appearance of the turf at this park location.	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
2. The turf is evenly mowed and trimmed along the edges.	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
3. The turf is being adequately watered.	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
4. The amount of weeds is held to a minimum.	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>

1.2 Shrub Gardens

This park location contains 35,591sqft. of Shrub Gardens that are located around the perimeter. This includes the 10,500sqft. of ground cover.

	Poor	Below Average	Average	Excellent
1. The shrubs are green and appear healthy.	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
2. The shrubs are well hedged and properly shaped.	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
3. The gardens are adequately watered.	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
4. The garden is properly groomed with no trash and minimal leaves.	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>

1.3 Trees

- Original:** Fremont Cotton Wood – largest trees in park
 Ornamental Pear – located at each entry
 Chinese Tallow – north of tot lot
 Bottle Tree – north side slope
 Eucalyptus – along south end of creek
GDOS: Chitalpa – surrounding basketball court
 Coast Live Oak – south entry

	Poor	Below Average	Average	Excellent
1. The trees appear healthy.	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
2. Tree aprons are trimmed at an adequate height.	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
3. The trees allow visibility throughout the park.	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
4. All tree limbs are attached and do not present a safety hazard.	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>

1.4 Bark Areas

This area consists of all locations that are covered with bark, but not including the Tot lot. Totaling 37,714sqft.

	Poor	Below Average	Average	Excellent
1. The bark areas are clear of weed and debris.	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
2. The bark is at a reasonable level according to curbs.	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
3. The bark is properly groomed with minimal dirt exposed.	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
4. The bark area does not show any signs of excess watering.	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>

1.5 Creek Garden

This area is not accessible to the general public. It is sectioned off by 450 linear feet of fencing.

	Poor	Below Average	Average	Excellent
1. Please rate the overall appearance of the creek garden	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
2. The shrubs are properly trimmed	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
3. The trees are trimmed and allow clear visibility	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
4. The creek is clear of all trash and debris.	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>

1.6 Additional Comments

Please use this area for any additional comments or concerns:

2.0 STRUCTURAL DETAIL

This detail is based on the main structures that are found at this location which consists of the Tot Lot and 3-Gazebos.

2.1 Gazebos

There are 3-Gazebos at this location; each with 2-Picnic Tables, BBQ's and Trash Can. The Gazebo closest to the creek has 2-BBQ grills but does not contain any Picnic Tables due to the increased of vandalism.

	Poor	Below Average	Average	Excellent
1. Please rate the overall appearance of the Gazebos.	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
2. The paint is in good and presentable condition.	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
3. The area is in proper working condition and safe for general use.	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
4. The Gazebos are clean of all debris and graffiti free.	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>

2.2 Tot Lots

The Tot Lot is labeled for the age group of 2-5 years old. Totaling 3228sqft.

	Poor	Below Average	Average	Excellent
1. The Tot Lots are in safe and working condition.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
2. The area is clean and clear of all debris or graffiti.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
3. The bark is clean and clearly maintained.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
4. The area is appealing and safe for the designated age group.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>

2.3 Additional Comments

Please use this area for any additional comments or concerns:

Basketball net needs replacement

Needs another picnic table

3.0 PARK ASSETS

This category consists of park assets that require maintenance or servicing. The majority of these items are serviced by the janitorial contractor.

3.1 Basketball Court

This park contains 1-court with 2-hoops on a Plexipave surface.

	Poor	Below Average	Average	Excellent
1. The Basketball Courts are in working condition.	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
2. The area is safe and free of hazards.	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
3. The Plexipave surface is in good condition.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
4. The general area is appealing and welcoming for use.	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>

3.2 Light Poles

The 3-light poles at this location are 14ft tall and require a plastic base cover. The poles are found on the west side fence line.

	Poor	Below Average	Average	Excellent
1. The poles are visibly safe and in working condition.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
2. The poles are equipped with the proper base covers.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
3. There is no present graffiti or vandalism.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
4. The paint is in good condition.	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>

3.3 Picnic Tables and Benches

The Picnic Table locations are: 4-Gazebos.

The Bench locations are: 1-North Entry, 3-South of Tot Lot

	Poor	Below Average	Average	Excellent
1. The Picnic Tables and Benches are clean and safe for use.	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
2. The Picnic Tables and Benches are securely fastened down.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
3. The paint is in good condition.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
4. The general area is clear of debris and graffiti.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>

3.4 Trash Cans

There is 1- Trash Can located at each of the Gazebos.

	Poor	Below Average	Average	Excellent
1. The trash cans are clean and the odor held to a minimum.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
2. The paint is in good condition.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
3. There is no signs of insects or pest in general area.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
4. The park is adequately equipped with trash cans.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>

3.5 Fencing

This park location is enclosed by chain link fencing. This detail consists of 450 linear feet that section off the west side creek, the 41 linear feet at the south entry, and the 26 linear feet at the north entry.

	Poor	Below Average	Average	Excellent
1. The fencing and posts are functioning properly	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
2. The paint and coating are in good, presentable condition.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
3. There are no breaks or missing components.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
4. The fence does not take away from the parks appearance.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

3.6 Rocks

Surrounding the east side of this park location are 38 rocks that act as décor.

	Poor	Below Average	Average	Excellent
1. The rocks are evenly placed throughout the perimeter.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
2. There is no visible growth on the rocks due to over watering.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
3. The rocks are graffiti free	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
4. The rocks are fixed and do not presenting a hazard.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>

3.7 Additional Comments

Please use this area for any additional comments or concerns:



**Heritage Regency Park
20171 Autumn Oak Place
Wildomar, CA. 92595**

1.0 LANDSCAPE DETAIL

The landscape detail consists of areas that are covered by groundcover, trees, shrubs and swale that runs along the entire park. These areas are maintained by the parks landscape contractor.

1.1 Groundcover Maintenance

This pertains to the 30,248sqft of weeds that act as groundcover. The reasoning behind the weed growth is to prevent dirt from washing into the swale during rain or rain runoff.

	Poor	Below Average	Average	Excellent
1. Please rate the overall appearance of this park location.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
2. The weeds are evenly mowed and trimmed along the edges.	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
3. The weeds are watered to a minimum to promote growth.	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
4. The amount of exposed dirt is held to a minimum.	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>

1.2 Shrub Gardens

The shrubs area consists of 45,880sqft of hillside that is located around the north side wall and south side of the Dog Park.

	Poor	Below Average	Average	Excellent
1. The shrubs are green and appear healthy.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
2. The shrubs are well hedged and properly shaped.	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
3. The gardens are adequately watered.	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
4. The garden is properly groomed with no trash and minimal leaves.	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>

1.3 Trees

Original: Afghan Pine – along north side wall and south gazebo

California Sycamore – along north side wall

GDOS: Coast Live Oak – along north side wall

California Sycamore – along north and south perimeters

	Poor	Below Average	Average	Excellent
1. The trees appear healthy.	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
2. Tree aprons are trimmed at an adequate height.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
3. The trees allow visibility throughout the park.	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
4. All tree limbs are attached and do not present a safety hazard.	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>

1.4 Swale

This area pertains to the drain that runs along the 756 linear feet of park.

	Poor	Below Average	Average	Excellent
1. The Swale is clear of all debris.	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
2. There is a minimal amount of dirt or sand in the swale.	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
3. The Swale is not over run by weeds or other vegetation.	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
4. The cobble stones are visible and fixed along the Swale.	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>

1.5 Additional Comments

Please use this area for any additional comments or concerns:

The shrub in center of Park
 near school gate needs to be
 Trimmed

2.0 STRUCTURAL DETAIL

This detail is based on the main structures that are found at this location which consists of the Tot Lot, 2-Gazebos and 1- Shade Structure.

2.1 Gazebos

There are 2-Gazebos at this location; each with 3-Picnic Tables, BBQ's and Trash Can.

	Poor	Below Average	Average	Excellent
1. Please rate the overall appearance of the Gazebos.	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
2. The paint is in good and presentable condition.	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
3. The area is in proper working condition and safe for general use.	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
4. The Gazebos are clean of all debris and graffiti free.	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>

2.2 Shade Structure

The shade structure is located in the center of the park with 3-Picnic Tables.

	Poor	Below Average	Average	Excellent
1. Please rate the overall appearance of the Shade Structure.	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
2. The paint is in good and presentable condition.	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
3. The area is in proper working condition and safe for general use.	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
4. The structure is clean of all debris and graffiti free.	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>

2.3 Tot Lot

The Tot Lot is labeled for the age group of 5 -12 years old. Totaling 5,442sqft.

	Poor	Below Average	Average	Excellent
1. The Tot Lots are in safe and working condition.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
2. The area is clean and clear of all debris or graffiti.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
3. The bark is clean and clearly maintained.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
4. The area is appealing and safe for the designated age group.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>

2.4 Dog Park

This area pertains to the 12,177sqft. that is split into two separate sections:
Large Dogs and Small Dogs.

	Poor	Below Average	Average	Excellent
1. Please rate the overall appearance of the Dog Park.	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
2. The Dog Park is free of all trash and debris.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
3. The DG is well groomed with weeds held to a minimum.	<input checked="" type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
4. The equipment is in good and safe condition.	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>

2.5 Additional Comments

Please use this area for any additional comments or concerns:

Dog Park has star stickers

The Trees need lower branches
trimmed & shaped to grow nicely

3.0 PARK ASSETS

This category consists of park assets that require maintenance or servicing. The majority of these items are serviced by the janitorial contractor.

3.1 Basketball Court

This park contains 2-half courts with 2-hoops on a concrete surface.

	Poor	Below Average	Average	Excellent
1. The Basketball Courts are in working condition.	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
2. The area is safe and free of hazards.	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
3. The surface is in good condition.	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
4. The general area is appealing and welcoming for use.	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>

3.2 Picnic Tables and Benches

The Picnic Table locations are: 3-Gazebos, 3-Shade Structure

The Bench locations are: 4-Tot Lot, 2-East Walkway 2-Large Dog Park, 2-Small Dog Park

	Poor	Below Average	Average	Excellent
1. The Picnic Tables and Benches are clean and safe for use.	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
2. The Picnic Tables and Benches are securely fastened down.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
3. The paint is in good condition.	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
4. The general area is clear of debris and graffiti.	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>

3.3 Trash Cans

The Trash Cans are located as following:
 2-Gazebos and 1- Shade Structure, 1-Large Dog Park

	Poor	Below Average	Average	Excellent
1. The trash cans are clean and the odor held to a minimum.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
2. The paint is in good condition.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
3. There is no signs of insects or pest in general area.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
4. The park is adequately equipped with trash cans.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>

3.4 Dog Bag Dispenser

The Dispensers are located as following:
 1- Autumn Oak entrance, 1-Large Dog Park.

	Poor	Below Average	Average	Excellent
1. The location of Dog Bag Dispensers encourage use.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
2. The dispensers are properly supplied with bags.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
3. The park has an adequate amount of dispensers.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
4. The dispensers are visibly appealing and in working condition.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>

3.5 Fencing

The majority of this park location is enclosed by chain link fencing. The Dog Park is also enclosed and separated by black vinyl coated fencing.

	Poor	Below Average	Average	Excellent
1. The fencing and posts are functioning properly	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
2. The paint and coating are in good, presentable condition.	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
3. There are no breaks or missing components.	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
4. The fence does not take away from the parks appearance.	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>

3.6 Additional Comments

Please use this area for any additional comments or concerns:

The gates need to open towards the park.

Two places need fence fixed, when entering from the Gates left embankment other side - North West near dog park channel

Measure Z Oversight Advisory Committee
Agenda Item #2.3
GENERAL BUSINESS
Meeting Date: August 27, 2015

TO: Chair and Committee Members
FROM: Gary Nordquist, City Manager
SUBJECT: Committee Meeting Dates

STAFF REPORT

RECOMMENDATION:

Staff recommends that the Committee set a meeting date schedule for FY 2015-16.

DISCUSSION:

The inaugural Committee set meeting dates for FY 2013-14: Per section F-1 of Exhibit A of City Resolution No. 2013-37, "The Committee shall conduct at least four meeting a year." At the Parks Citizens Oversight Meeting of February 28, 2013, the committee, during discussion of item # 2.1, approved a schedule of meetings which would regularly occur on the fourth Thursday following the end of each quarter of the fiscal year. All meetings would be held at City Hall and start at 6:30 p.m.

Specifically the dates for FY 2013-14 meetings were:

- July 25, 2013
- October 24, 2013
- January 23, 2014
- April 24, 2014

The schedule of meeting the fourth Thursday following the end of the fiscal quarter has been difficult to meet in providing timely financial reports. For this reason, Staff encourages the Committee to consider the following schedule;

First Quarter Review - Thursday, November 19, 2015
Second Quarter Review - Thursday, February 28, 2016
Third Quarter Review - Thursday, May 26, 2016
Fourth Quarter Review - Thursday, August 25, 2016

Submitted and Approved by:
Gary Nordquist
City Manager