

PARKS & COMMUNITY SERVICES COMMISSION

REGULAR MEETING MINUTES

January 3, 2013

1. **CALL TO ORDER:** Commissioner Jimenez called the meeting to order at 7:00 p.m.
2. **ROLL CALL:**
 - a. Present: Commissioner Jimenez; Commissioner Birk; Commissioner Foley; Commissioner Holguin; Commissioner Saltzman
 - b. Absent: Commissioner Jayne; Commissioner Gouveia
 - c. Staff Present: Rod Buchanan, Director of Parks and Community Services; Kevin Tobeck, Director of Public Works; Kim Scarlata, Recreation Manager; Vanessa Carrera, Management Analyst II; Jolene Jauregui, Recreation Coordinator II, Laura Johnston, Recreation Coordinator I
 - d. Recorded By: Stephanie Garcia, Executive Assistant
3. **ITEMS FROM THE AUDIENCE:** - None

(Deviation in agenda)
4. **APPROVAL OF MINUTES FROM THE REGULAR MEETING ON DECEMBER 6, 2012**
 - a. Motion: Commissioner Saltzman
 - b. Second: Commissioner Foley
 - c. Abstain: None
 - d. Vote: Passed
5. **PRESENTATIONS:**
 - a. **Parks N Review Mobile Application** – Staff presented the Parks N Review Mobile Application which showcases all parks in Tracy and allows the public to access this application on the City website. The application provides images of Tracy parks, amenities, map locations, as well as a comments and reviews section. Staff encouraged the Commissioners to download the application and look through the site.
 - b. **Update on Annual Marketing Activities for Recreation Division** – Staff updated the Commission on the Annual Marketing Activities for the Recreation Division.
Laura Johnston offered to send the Commissioners a link to the registration site.
6. **Correspondence** - None
7. **Old Business:**
 - a. **Update Commission Goals for Fiscal Year 12/13 & 13/14** – Staff gave the update with the following two items added to the goals: 2.1.A.1. & 2.1.A.2.
Staff will report back to the Commission with more information and dates for 2013 on the added items.
Staff would like feedback from the Commission on item 2.1.C.2. Tracy Press – Commission to contribute articles / letters to the editor, i.e., direct staff on timeline or how to go about this approach.

Staff will go back and research on how the Commission has contributed previously to the Tracy Press and set up a timetable to present to the Commission.

8. New Business:

- a. **Appoint a three member sub-committee to evaluate and rank CDBG applications, and to make funding allocation recommendation for the 2013-2014 Fiscal Year** – Commissioner Saltzman, Commissioner Foley, and Commissioner Holguin volunteered as the three sub-committee members.

- b. **Receive, discuss, and accept the 2012 Youth Advisory Commission Annual Report** – Laura Johnston presented the annual report along with Commissioner Fowler. Commissioner Birk made a motion to accept the annual report and Commissioner Holguin seconded the motion. Passed by unanimous vote. Commissioner Saltzman asked what was involved in the Summer Camp and the anti-bullying campaign. Staff responded that the Summer Camp includes a mud run, group games, and outdoor activities. The City will be partnering with Eagle Lakes this summer to host the camp. Another successful camp that YAC runs is called the Amazing Race, which models the T.V. show, and involves a scavenger hunt. Commissioner Fowler is working with the Tracy Unified School District on the anti-bullying campaign which is carried on throughout the year. There will also be a public service announcement on Channel 26 on the topic of anti-bullying.
Commissioner Jimenez welcomed the new Youth Advisory Commissioners; Savannah, Valerie, and Bridgette; and questioned how YAC reaches out to homeschooled students. Staff has created a list of local homeschool associations and will actively market all YAC and Teen Programs to those students.

The Youth Advisory Commission was congratulated on a job well done by the Parks Commissioners.

9. Items from Staff:

- a. **Parks and Community Services Director Report**
 - i. **Upcoming Events and Programs** – (see Recreation Division Update)
 - ii. **Project Update** –The Holly Sugar Sports Park Naming will be an item on the upcoming Council meeting agenda on 1/15/13. Staff will notify the Commission when the ribbon cutting event will occur. Typically, it is scheduled before a council meeting.

- b. **Recreation Division Update** – Upcoming events are:
 - Zane Johnston's retirement party is January 10, 2013, 6:00 p.m., \$25 per person. Deadline has been extended to Friday, January 4, 2013. R.S.V.P. and \$25 to Sharon Davis, City Manager's Office
 - Kevin Tobeck's retirement BBQ is January 28, 2013, 11:30 a.m., \$15 per person, Tracy Community Center. This is his last Parks Commission meeting.
 - February 5, 2013 – The general plaza area of City Hall will be dedicated to former Mayor Dan Bilbrey at 5:00 p.m.
 - March 20, 2013 - SF Giants World Series trophy tour at City Hall, 4:00 p.m. – 6:00 p.m. The community is invited to attend.

- Senior Center outdoor project - construction will resume on Monday (weather permitting) January 07, 2013.
- Recreation Division Report will be condensed with a new format.

- c. **Facilities Report** – Staff clarified a question that was brought up in the previous meeting regarding CIP 78PP-018, El Pescadero Park – Phase II Development. This project is based on the 1988-1999 Parks Master Plan which includes turf renovation, BBQ Pit renovation, picnic areas, fitness paths, and athletic fields. The proposed project is budgeted through the City's Infill Park Fund and not the Eden Housing Development as previously noted in the CIP breakdown. Funding will be tentatively available in FY 13-14 should the project be selected by council.

Update: New chairs for the Community Center have been purchased, rental chairs are being used in the interim. The old chairs have been decommissioned due to safety and liability concerns, and a refund is being issued for the old chairs.

Facility Use Report – Total hours slightly dropped compared to 2011 during month of December due to inclement weather conditions.

- d. **Public Works Parks Maintenance Division Report** – Staff reported that some fields have been closed due to inclement weather. The old restroom at Dr. Powers Park isn't quite demolished but will be by the end of this month. CIP's for a number of controller replacements at LMD parks will begin at the end of this month. Several aluminum benches were stolen at the Tracy Ball Park in December and have been temporarily replaced with wooden benches. Kevin Tobeck thanked the Commissioners for working with him over the years since 1999.

10. Items from the Commission

- Commissioner Saltzman expressed her appreciation to Kevin Tobeck for the work he has done.
- Commissioner Birk thanked past and present staff for sitting on the Sister City board.
- Commissioner Holguin wished Kevin enjoyment in his retirement.
- Commissioner Foley thanked Kevin for his commitment to the Commission and wished him well with his retirement.
- Commissioner Jimenez stated her appreciation to Kevin for his help throughout the years, as well as his responses to the Commission and to the community. She added that employees are consistently being recognized in the Public Works department.

11. Items from the Audience - None

12. ADJOURNMENT:

- a. Motion: Commissioner Saltzman
- b. Second: Commissioner Foley
- c. Vote: Unanimous
- d. Time: 8:07 p.m.