

NOTICE OF REGULAR MEETING

Pursuant to Section 54954.2 of the Government Code of the State of California, a Regular meeting of the **PARKS AND COMMUNITY SERVICES COMMISSION** is hereby called for:

Date/Time: Thursday, January 6, 2022 7:00 p.m.
(or as soon thereafter as possible)

Location: City Hall Council Chambers
333 Civic Center Plaza, Tracy

THIS MEETING WILL BE OPEN TO THE PUBLIC FOR IN-PERSON PARTICIPATION. IN ACCORDANCE WITH THE CALIFORNIA DEPARTMENT OF PUBLIC HEALTH GUIDELINES, MASKS ARE REQUIRED FOR ALL INDIVIDUALS IN INDOOR PUBLIC SETTINGS.

Government Code Section 54954.3 states that every public meeting shall provide an opportunity for the public to address the Commission on any item, before or during consideration of the item, however, no action shall be taken on any item not on the agenda.

MEETING AGENDA

1. Call to Order
2. Roll Call
3. Pledge of Allegiance
4. Items from the Audience - In accordance with Council Meeting Protocols and Rules of Procedure, adopted by Resolution No. 2019-240, and last amended by Resolution No. 2021-049, a five-minute maximum time limit per speaker will apply to all individuals speaking during "Items from the Audience/Public Comment". For non-agendized items, the Commission may briefly respond to statements made or questions posed by individuals during public comment; ask questions for clarification; direct the individual to the appropriate staff member; or request that the matter be placed on a future agenda or that staff provide additional information to Commission.
5. Approval of Meeting Minutes
 - a. Review and Approve the Special Meeting Minutes from November 3, 2021
 - b. Review and Approve the Regular Meeting Minutes from December 2, 2021
6. New Business
 - a. **REVIEW AND APPROVE THE TRACY HILLS PHASE 1B NEIGHBORHOOD PARK CONCEPTUAL MASTER PLAN**
 - b. **REVIEW AN OVERVIEW OF THE PROPOSED PARKS & RECREATION DEPARTMENTS CAPITAL IMPROVEMENT PROGRAM FOR FY 2022-2023 AND PROVIDE INPUT**
 - c. **REVIEW AND APPROVE THE PARKS COMMISSION ANNUAL REPORT TO COUNCIL**

7. Items from the Commission

8. Adjournment

AGENDA POSTED: DECEMBER 30, 2021

The City of Tracy complies with the Americans with Disabilities Act and makes all reasonable accommodations for the disabled to participate in public meetings. Persons requiring assistance or auxiliary aids in order to participate should call City Hall at (209) 831-6000 at least 24 hours prior to the meeting.

Any materials distributed to the Parks and Community Services Commission regarding any item on this agenda will be made available for public inspection in the Parks and Recreation Department located at 333 Civic Center Plaza, Tracy, during normal business hours.

Full copy of the agenda can be found at the Tracy Library as well on the City's Website:

<https://www.cityoftracy.org/government/boards-and-commissions/parks-and-community-services-commission>

**PARKS & COMMUNITY SERVICES COMMISSION
SPECIAL MEETING MINUTES
November 3, 2021**

1. CALL TO ORDER:

Chair Lieberg called the meeting to order at 2:03 p.m.

2. ROLL CALL:

- a. Present: Chair Lieberg, Vice Chair Krogh, and Commissioners Jimenez, and Souza
- b. Absent: Commissioner Singh
- c. Staff Present: Brian MacDonald, Director of Parks & Recreation; Jolene Jauregui, Recreation Services Manager; Amanda Jensen, Recreation Coordinator; Anna Cross, Cultural Arts Manager; William Wilson, Cultural Arts Supervisor; and Valerie Pavlakis, Recreation Program Coordinator
- d. Recorded By: Andrea Pedigo, Executive Assistant

3. PLEDGE OF ALLEGIANCE:

The pledge of allegiance was led by Commissioner Souza

4. ITEMS FROM THE AUDIENCE:

Julie Selner, President of Tracy Animal Rescue reported they are running a special for low-cost micro chipping for senior and low-income community members for their dogs/cats.

Wayne Templeton, board member of the Commission of Aging stated he's looking forward to working with the Parks Community and Services Commission.

Roger Santos, senior member of Tracy would like to discuss the possibilities of pickleball here in Tracy.

Kathy Bergthold, member of the Tracy Senior Association gave a reminder that the Thanksgiving dinner sponsored by the Tracy Rotary will be coming up and there is a list of seniors they will be calling. If you registered at the senior center just let them know to get your senior dinner. This is open to all seniors and you do not have to be low-income.

Kathy also mentioned that when you register, please mention that you have a dog/cat as Tracy Animal Rescue will donate a bag of dog/cat food to you.

Carolyn Turner, member of the Tracy Senior Citizen Inc. asked staff to update the association on the use of the mobile stage that was donated to the senior center. Carolyn mentioned that they are aware of how heavy the unit is and if not being used, that maybe they can investigate returning it and replacing it with something the senior center can use.

Amanda Jensen, Recreation Coordinator stated if does in fact get used on Mondays, Wednesdays, and Fridays for fitness classes.

Jolene Jauregui, Recreation Services Supervisor also mentioned that prior to COVID, the stage was used daily, however, since returning from COVID and the slow process of

returning to normal class sizes, we are currently only doing fitness on Mondays, Wednesdays, and Fridays.

5. NEW BUSINESS:

a. RECEIVE AND DISCUSS CURRENT AND FUTURE SENIOR CONCERNS AND NEEDS

Amanda Jensen opened the discussion.

Julie Selner mentioned that she noticed when reaching out to seniors of Tracy, there really isn't a good conduit to reach out to them. She feels that there is a lot of different pieces, however, we have been trying to get the word out regarding the micro chipping project and have had to go to a lot of different organizations and placed. She mentioned she is not sure out to solve this, but feels there is a huge, underserved population that is not coming down to Lolly Hansen and she doesn't know how to go ahead and get the work out. She knows there is about 10,000 seniors and feels we are not reaching all of them to get the word out about what is happening here in Tracy.

Kathy Bergthold, stated with regards to reaching our seniors, Tracy Senior Association has the same issue that was mentioned from Julie Selner. Kathy mentioned they have a list of seniors that are low-income, the ones that are not low income usually will hear things by way of computer or social media. I am most concerned of the low income because they can't afford the internet if they have a computer and most probably don't have a computer because it was not around during their younger days and are afraid of them. My concern is how do we get out there and find them? We have gone to trailer parks and low-income senior housing, but a lot of places won't allow us to post flyers on the doors or post things. Kathy suggested that maybe all the organizations that deal with seniors can combine lists to create a larger list.

Chair Lieberg mentioned that sharing lists would go a long way. He also mentioned to contact the register of voters and see if they can sort their list by your criteria to get the information you need, even though it won't be all seniors.

Wayne Templeton stated that Kathy's suggestions were great. He also made a comment that this is a great venue offering for the community to share their concerns and ideas as there are many organizations represented today that serves seniors. He mentioned there are two major organizations here in Tracy: Tracy Senior Association that connects seniors with services and Golden Agers that connects seniors to activities. However, having a venue such as this to share ideas and strategies for outreach is a great idea. We really need to look at doing these 3 or 4 times a year.

Chair Lieberg asked if anyone else had input on good ideas or items to discuss regarding seniors of Tracy.

Roger Santos, Tracy Senior mentioned the extension of Gretchen Talley Park that will include a pickleball court, however, the City of Tracy does not have a current pickleball court. We appreciate that the Senior program added a pickleball class, but there is no equipment or court. Roger mentioned that he has been playing at Hoyt Park and they draw their own court within the tennis court there. Roger also mentioned that In Shape City made a permanent pickleball court using a tennis court with a portable net. Roger feels that a portable net would not be feasible as the community will not respect it. He

would like to suggest that the City paint a pickleball court within a tennis court and get an adjustable net for both tennis and pickleball.

Chair Lieberg addressed the staff and asked if there is any discussion on renovating or expanding parts of pickleball since we are seeing a rise in popularity the last few years.

Jolene Jauregui, Recreation Services Manager stated that staff has been working with the group that is playing at Hoyt Park and has added it to the Fall Guide for Winter/Spring. Staff is working with a group of volunteers and is currently looking for a contractor. Senior staff has purchased pickleball equipment that will be accessible for groups to sign it out for use. Jolene also mentioned that Hoyt Park has a pilot program, and we are looking to expand.

Jolene Jauregui, Recreation Services Manager also stated that staff will look into the net as they were not aware of the difference, since pickleball is new to all. Jolene will work with Public Works for a solution.

Brian MacDonald, Director of Parks & Recreation expanded on what the City is working on regarding future park renovations. Gretchen Talley Park will have a pickleball court along with conversions of other tennis courts, after pilot program.

Roger Santos stated that many community members reported on Next-door that they would like pickleball.

Jolene Jauregui suggested to put together subcommittee to get feedback and report back to Parks Commission.

Chair Lieberg clarified that Hoyt Park is being updated as a possible potential park for pickleball. He stated to advertise this and share it with the community.

Kathy Bergthold mentioned marketing and stated one big problem is that if you advertise in newspaper, not everyone gets it, a lot of people don't have computers to look at the paper or even think to get info that way. So, when you think about marketing, you need to look at all avenues, such as fliers, posting on Nextdoor, at senior center, and in newspaper. She mentioned that finding info for all the activities takes time. Maybe think of posting at grocery stores and in coffee shops so more people are aware of what is happening in town.

Senior community member suggestion placing in religious bulletins or newsletters.

Brian MacDonald, Director of Parks & Recreation introduced staff attending meeting. Anna Cross, Cultural Arts Manager; William Wilson, Supervisor of Arts Education; and Valerie Pavlakis, Arts Education Coordinator. If you have any questions for them, they are here to answer them.

William thanked the seniors for their comments and suggestions pertaining to communication and marketing and asked if direct mail was a preferred method.

Kathy Bergthold responded and stated that was one-way, but not the only way and stated it would get to a lot we are currently not getting too.

Julie Selner mentioned for those who don't have computers, mailing would be best.

Kathy Bergthold mentioned that the City of Tracy should get a discount for bulk mailing and may be good to investigate.

Kathy also mentioned that when creating fliers, keep them short, clear and concise with large print.

Pete senior community member stated that when sending out fliers to seniors, make them a simple glossy postcard that attracts seniors. Also, pay attention to when we are mailing them out. Seniors in the month of December are receiving a lot of Christmas mail along with Medicare things.

Wayne Templeton like what Kathy stated regarding marketing. This is not just an issue for us here in Tracy, but a systemic issue across the county.

Wayne suggested there are many organizations that serve seniors. He would love to see a collaboration between local and county to strategize on how to improve outreach to the seniors. Cross County collaboration during Older Americans month in May would be great. City of Tracy does a great job with activities. Maybe we have a sub-committee on outreach strategies and tactics. Maybe start with one event and grow from there.

Chair Lieberg mentioned that Commissioner Jimenez is our Senior Advocate.

Commissioner Jimenez sent an email to Cindy regarding the Nov 3 Special meeting. Kathy stated this email was sent to community.

Carolyn Taylor asked if the City had any plans for Senior Center expansion or program additions.

Brian MacDonald, Director of Parks & Recreation mentioned the City is currently planning a new Multi-Generational Center with the partnership with Tracy Unified School District. The location we are proposing is at Cecilian Park with a goal that this facility will create new opportunities for all ages to recreate and provide a safe place for youth & teens. It is our goal to comingle programs between youth and seniors.

Our next steps are:

- Hiring architect for concept design
- Workshops (Parks Commission)
 - ❖ Senior will be invited for input
- Go to City Council for review and approval
- Once approved – Start Design
- Tentative time frame of 2023-2025 – with opening in 2025

Currently, we have a \$30M fund for this project.

This project will be able to provide different types of programs @ this facility such as

- Pickleball
- Basketball
- Other indoor sports for all ages

Senior Community member had a suggestion. When she was 1st on Commission, there used to be fairs in Tracy that provided seniors information on different places and services for seniors such as eye glasses and hearing aid support.

She felt this was a great opportunity for seniors.

Amanda mentioned that typically to kick off Older American Month in May, we have a large resource fair @ Lolly Hansen, however, since COVID, we have not had a chance to offer this.

Community member asked if this could possibly be expanded to other places in Tracy such as the Library.

Jolene, Recreation Services Manager stated that was a great suggestion. She also stated we have multiple forums for senior suggestions and that we take all the information received and implement them if possible and / or relay the information to outside organizations that handle that specific interest.

Jolene also mentioned that with the 2100 sq. ft. expansion, it is our goal to go back to an 8-4 or possibly 8-6 or even 8-8 open and closing and add more programming, however, we need to analyze what that will look like in terms of budget and staffing.

Jolene also mentioned we went into a PSA with Golden Ageds to bring back health and wellness workshops to help get information out on resources and programs.

Another senior community member stated that 11th street is a great entry way into the City and would be great to have informational banners placed as not all of the community goes downtown.

Kathy Bergthold mentioned that we also need to look at the needs and wants of the "NEW" seniors, as their needs and concerns will be very different than the older seniors.

Secondly, Kathy wanted to state that when planning for the Multi-Gen Center, to remember that it needs to have great transportation there with minimal bus transfers in order to get seniors to go attend.

Amanda stated we currently have members from Mountain House and one comes via our Van Go bus system.

Chair Lieberg asked if there was any other specific topic that staff wanted addressed.

Amanda replied with anything relating to senior center, programming or any new ideas.

New Community Senior stated this was her 1st time at senior center and said that this was a wonderful forum for the seniors to be heard. She asked if staff has done research or collected data as to exactly how many seniors are presently in Tracy. If we know this, it might be easier to organize the needs.

Jolene stated we have census data from the county, as well as information from our Parks Master Plan.

Senior member asked if there was any other way to put in a suggestion.

Jolene stated we have a communications board and suggestion box.

Julie Selner asked that since we are post COVID, will the programs be returning and wanted to know if the seniors are all returning.

Brian MacDonald stated that our outdoor events are business as usual with great attendance, Girls Night Out event sold out, Grand Theatre is struggling a bit with some of their indoor events, and the seniors programming has about 60-70% participation.

The Cultural Arts Education classes are doing well. Pre Covid, we offered classes with 10-12 spots compared to now we are offering classes with 6-7 spots and those are filling up with a waiting list. Arts Education is rarely cancelling classes and is happy with attendance.

Jolene Jauregui, Recreation Services Manager stated that our upcoming senior trip to Apple Hill is full, with a waiting list.

Jolene Jauregui, Recreation Services Manager reported that one challenge we have is that not all the Arts & Craft volunteer instructors are comfortable with returning, however, we wanted to give them the opportunity by holding their time slot and space should they return. Come January, staff will be looking into other class opportunities to fill those spots in the event they don't return.

Senior member stated she would like to see more field trips for seniors to be able to get out for the day.

Amanda asked a clarifying question as to what types of classes and received nothing specific.

Amanda asked what ideas or suggestions they had for the Cultural Arts Staff.

One member stated maybe a cooking class or a class where they can put together recipe books of all grandma's favorite recipes.

Chair Lieberg opened the floor to the staff at the Grand.

Anna Cross, Cultural Arts Manager, introduced herself and reviewed a few of the upcoming events at the Grand.

William Wilson explained the Grand Exhibition that will be taking place at the Gallery where 44 artists will have 200 pieces of work on sale.

Valerie Pavlakis spoke on the Art Ed Program for Seniors at the Grand. She stated that beginning February 8, 2022 they will be back Senior Tuesdays.

Senior Tuesdays will be at 11am and will offer programs to seniors 50 +. The program consists of the following:

- 1 hr. Movement or Visual Arts Class
- Break and light snack
- 1 hr. movement or Visual Arts Class

The cost is \$6 for drop in or sign up for the month (3 Tuesdays) for \$15

Anna Cross also mentioned they are looking into getting senior pricing for event. Anna would also like to do a survey to see what the interest is for senior and family programming. Anna will reach out to the senior organization to help facilitate getting the survey to all.

Anna Cross also mentioned that the Grand is welcome to all and if anyone is interested in volunteering, they would love to have them.

Chair Lieberg opened the floor up to the Commission.

Commissioner Souza mentioned that Brighter Christmas was looking for volunteers for November 5,6, and 7th to help take applications at the Community Center from 9am until 2pm.

President Abercrombie wanted to remind all seniors are welcome to apply for Brighter Christmas.

Commissioner Souza also reported that The Tracy Resource Center would be a great place to ask for marketing help. She stated to speak with Sylvia or Dave.

Commissioner Jimenez thanked everyone for attending and welcomed Anna Cross. Commissioner Jimenez gave praise to William for an outstanding job he is doing at the Grand.

Commissioner Jimenez addressed the outreach to seniors and stated this has always been an issue. She reminded staff and other to take into consideration that not everyone has a phone or computer to receive information.

Commissioner Jimenez stated it would be nice to see if we could utilize the Kiosk downtown and at the mall to post information. She also mentioned that downtown businesses are supportive in displaying information for the City.

Commissioner Jimenez mentioned that we need to remember that our community is diverse in many languages and it would be great to see this information in other languages.

Commissioner Jimenez reiterated she is in support of the May fair at Senior center and to let her know as she will be willing to help where needed.

Commissioner Jimenez referred to texting to those seniors that we have phone numbers too that way we can save on paper.

Commissioner Jimenez stated she is the liaison for the commission at the Parks Foundation and wanted to thank Director MacDonald for his outstanding performance with Dancing with the Tracy Stars. Jimenez stated that Director MacDonald raised money for two organizations and one being the Parks Foundation. The Parks Foundation board voted and decided to put \$500 into a fund to help those seniors who are in need of a scholarship.

Commissioner Jimenez invited all seniors to attend the Parks Commission meetings that are held on the 1st Thursday of every month should they have anything they would like to suggest or have concerns on.

Vice Chair Krogh thanked all the seniors for attending.

Chair Lieberg also thanked everyone for attending and reminded them that this is not the only time they have to voice their needs and concerns. He reminded them that at any time they can speak to staff and / or attend the Parks Commission meeting.

6. ADJOURNMENT:

Time: 3:14 P.M.

ACTION: Chair Lieberg motioned to adjourn the meeting at the said time of 3:14 pm. Roll call found all in favor; passed and so ordered.

The above agenda was posted at Tracy City Hall on October 29, 2021. The above are action minutes. A recording is available at the Parks and Recreation Department.

Jolene Jauregui, Staff Liaison

PARKS & COMMUNITY SERVICES COMMISSION
REGULAR MEETING MINUTES
December 2, 2021

1. CALL TO ORDER:

Chair Lieberg called the meeting to order at 7:21 p.m.

2. ROLL CALL:

- a. Present: Vice Chair Krogh, Commissioner Jimenez, Commissioner Singh
- b. Absent: Chair Lieberg & Commissioner Souza
- c. Staff Present: Jolene Jauregui, Recreation Program Manager; Barbara Harb, Economic Development Management Analyst; Thien Nguyen, Recreation Services Supervisor; Amanda Jensen, Recreation Coordinator; Lauren Repetto, Recreation Coordinator; Justin Geibig, Recreation Coordinator & Katie Akre, Recreation Coordinator
- d. Recorded By: Andrea Pedigo, Executive Assistant & JoAnn Ronngren, Administrative Assistant

3. PLEDGE OF ALLEGIANCE:

The pledge of allegiance was led by Vice Chair Krogh

4. ITEMS FROM THE AUDIENCE:

There were no public comments via the audience.

5. APPROVAL OF MEETING MINUTES

- a. Review and Approve the Special Meeting Minutes from **November 3, 2021**

ACTION: No action was taken as we did not have a quorum to approve the special meeting minutes. This item will be brought back to the next Parks Commission Meeting for approval.

- b. Review and Approve the Regular Meeting Minutes from **November 4, 2021**

ACTION: Motion was made by Commissioner Singh and seconded by Commissioner Jimenez to approve the regular meeting minutes from November 4, 2021. Roll call found all in favor. Passed and so ordered.

6. NEW BUSINESS:

- a. Appoint 2 Parks Commissioners to serve on the CDGB and Home funds applications and make funding allocation recommendations for FY 2022/2023

Barbara Harb, Economic Development Management Analyst presented the staff report

Commission questions and comments followed

Barbara Harb answered the questions of the commission

Vice Chair Krogh open public comment. There was no public comment.

ACTION: A motion was made by Vice Chair Krogh and seconded by Commissioner Jimenez to appoint Commissioner Singh and Commissioner Jimenez to serve on the

CDGB and Home funds Sub-Committee. Roll call found all in favor. Passed and so ordered.

- b. Receive, discuss and accept the 2021-2022 Youth Advisory Commission Report

Youth Advisory Commissioner S. Kala and Commissioner M. Kala presented the YAC Annual Report

Commission commented and thanked YAC commissioners.

Vice Chair Krogh open public comment. There was no public comment.

ACTION: Motion was made by Commissioner Singh and seconded Commissioner Jimenez by to accept the 2021-2022 Youth Advisory Commission Report. Roll call found all in favor. Passed and so ordered.

7. **OLD BUSINESS:**

- a. Adopt current FY 20/21 Goals and Objectives for FY 21/22

Jolene Jauregui, Recreation Program Manager presented staff report

Commission questions and comments followed

Vice Chair Krogh open public comment. There was no public comment.

ACTION: Motion was made by Vice Chair Krogh and seconded by Commissioner Singh to adopt current FY 20/21 Goals and Objectives for FY 21/22. Roll call found all in favor. Passed and so ordered

8. **ITEMS FROM STAFF:**

- a. Amanda Jensen, Recreation Coordinator, presented an update on senior needs and concerns 2020-2021

Commission questions and comments followed

- b. Lauren Repetto, Recreation Coordinator, presented the Community Events Annual Report

Commission questions and comments followed

- c. Justin Geibig, Recreation Coordinator, and Katie Akre, Recreation Coordinator, presented the Athletics, Aquatics, and Community Facilities Annual Report

Commission questions and comments followed

9. **ITEMS FROM THE COMMISSION:**

Commissioner Jimenez apologized for being late and stated she did not have a report from the Parks Foundation due to the Holidays and there being no meetings. The Tracy

Senior Association will begin meeting again in January. She also met with Senior Outreach to discuss improving outreach strategies for seniors.

Commissioner Singh stated that graffiti and smoking in Joseph Tiago Park was brought to his attention. Staff advised him to contact PD for active graffiti or smoking in parks. A Government Outreach request can be submitted for graffiti abatement as well.

Commissioner Singh thanked staff for the Thanksgiving breakfast at the senior center and mentioned the positive feedback he received from the community.

Commissioner Jimenez stated the Halloween event at the Airport was delightful and she encouraged staff to make this a larger event next year.

There were no public comments via the audience.

10. ADJOURNMENT:

Time of Adjournment: 8:17 p.m.

ACTION: Vice Chair Krogh motioned to adjourn the meeting at said time of 8:17pm and Commissioner Singh seconded. Roll call found all in favor, passed and so ordered.

The above agenda was posted at Tracy City Hall on November 29, 2021. The above are action minutes. A recording is available at the Parks and Recreation Department.

Jolene Jauregui, Staff Liaison

CITY OF TRACY
PARKS AND COMMUNITY SERVICES COMMISSION MEETING
January 6, 2022

AGENDA ITEM 6.a.

REQUEST

**REVIEW AND APPROVE THE TRACY HILLS PHASE 1B NEIGHBORHOOD PARK
CONCEPTUAL MASTER PLAN**

BACKGROUND

Integral Communities (Developer) is proposing to build a new 7.1 acre neighborhood park in the Phase 1B area of the Tracy Hills Specific Plan Area. The Phase 1B area is located in south Tracy to the northwest of the Phase 1A area which includes Tracy Hills Park, Starmont Park, and Greymont Park. Staff is bringing this item to the Commission as per Chapter 7.16 of the City of Tracy Municipal Code, Parks and Community Services Commission, 7.16.030 Powers and Duties (e) *advise the Council on the subject of recreation and facility master planning and development.*

DISCUSSION

Staff have met with the Developer to discuss the 7.1 acre site, programming, amenities, functionality, ongoing maintenance, and overall connectivity of the park to the rest of the Tracy Hills park system. The design of this park provides the community with highly desired amenities such as: nature-inspired playgrounds, a butterfly garden, a picnic area, a large open lawn for flexible play, a fenced dog park featuring both large and small dog areas, and walking loops that connect to the P66 easement/trail. The park configuration creates a joint-use opportunity providing both recreational opportunities and stormwater management for the neighborhood.

Joint-Use Basin & Park Credits

Per the current Parks Master Plan, a joint-use opportunity must be able to function as fully-developable and programmable recreation space while also serving another purpose. Staff has worked with the developer to create a recreational opportunity out of a portion of this park in the upper level of the stormwater detention basin that serves the surrounding neighborhood. A large open lawn with ADA access and seating opportunities create a large multi-purpose space for the community to enjoy. Additionally, a 25 foot tall net is included in the plan to prevent soccer balls and similar recreational equipment from traveling down into the non-accessible portion of the retention basin. Per Policy G6 of the Parks Master Plan, a partial credit of up to 30% may be considered by the City depending on the improvements constructed in the basin. Staff is recommending a 30% park credit be given for the area that includes open lawn, walkway and seating areas within the basin, but not for the non-irrigated sloped areas that do not provide any recreational value.

The Developer is also planning to construct a private Homeowner's Association Recreation Facility (HOA Facility) immediately adjacent, and connected to, the proposed neighborhood park. The HOA Facility will feature a recreation pool and pool house for HOA residents. It should be noted that the general public will not have access to the HOA Facility, and thus, this area will not be receiving park credit. However, staff feels this adjacent use to the park makes sense given this is a neighborhood-serving park and it concentrates the recreational offerings for the residents to enjoy. Similar to the Hillview

linear park plan that the Commission recently reviewed and approved, this park abuts a 100-foot wide conservation easement which will provide habitat into perpetuity and enrich the overall experience for park users.

Staff is asking the Commission to review the presentation and accompanying materials for the neighborhood park provided by the developer and provide input as to the layout, amenities, and furnishings as proposed. If approved, this park will go through the public park naming policy via the Parks & Community Services Commission at a later date.

FISCAL IMPACT

Development of the neighborhood park will be a part of the development requirements of the Tracy Hills Phase 1B project. There is no fiscal impact to the General Fund for this item at this time.

RECOMMENDATION

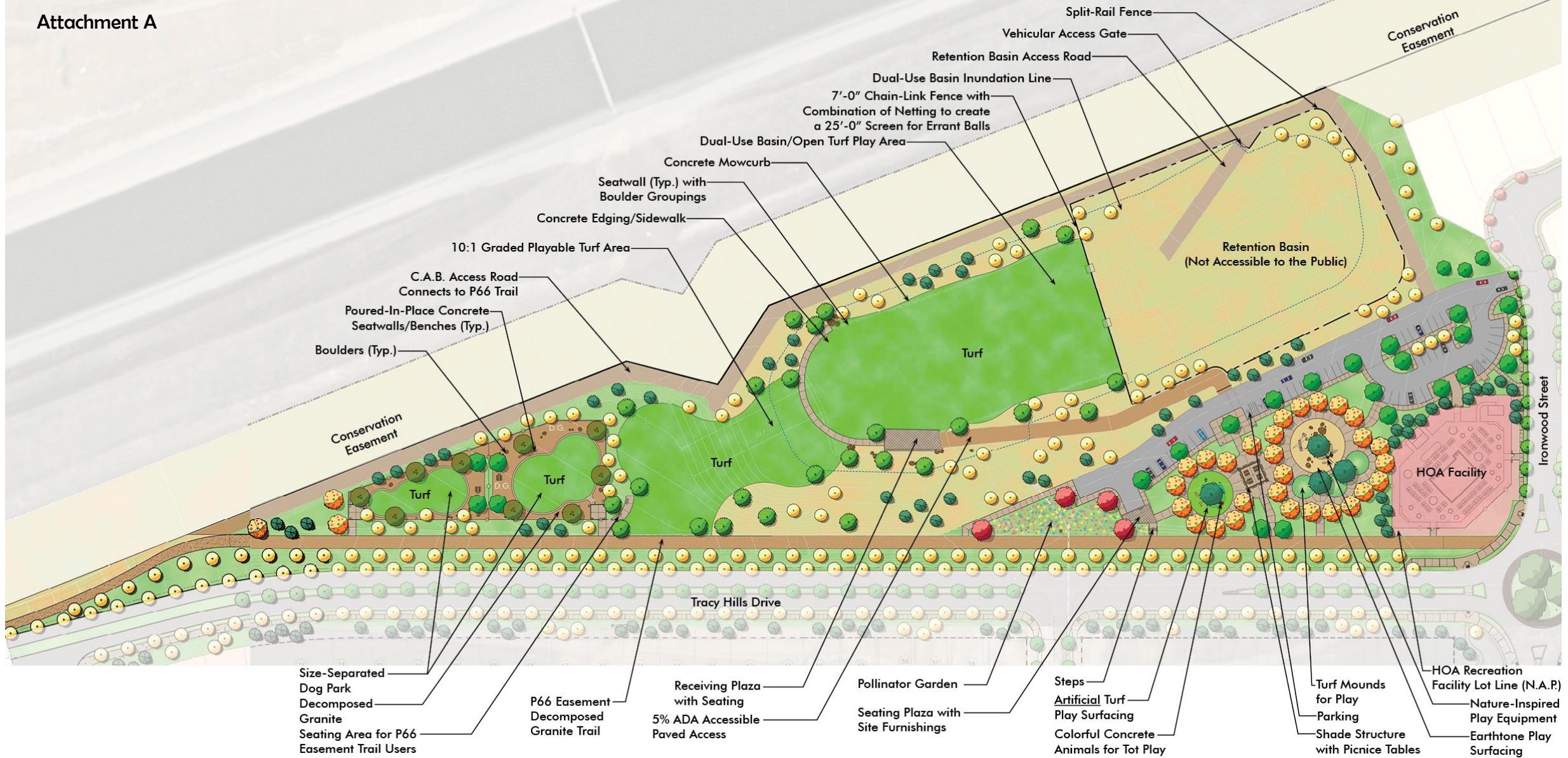
Staff recommends the Commission review and approve the proposed park conceptual master plan including layout, amenities and furnishings.

Prepared by: Richard Joaquin, Parks Planning & Development Manager

Approved by: Brian MacDonald, Parks and Recreation Director

Attachments

Attachment 'A' – Tracy Hills Phase 1B Neighborhood Park Concept Plan



TRACY HILLS

Phase 1B Neighborhood Park

Overall Neighborhood Park Illustrative

CITY OF TRACY
PARKS AND COMMUNITY SERVICES COMMISSION MEETING
January 6, 2022

AGENDA ITEM 6.b.

REQUEST

**REVIEW AN OVERVIEW OF THE PROPOSED PARKS AND RECREATION
DEPARTMENT CAPITAL IMPROVEMENT PROGRAM FOR FISCAL YEARS
2022-2023 AND PROVIDE INPUT**

BACKGROUND

Capital Improvement Program

The City develops an annual Capital Improvement Program (CIP) to coincide with the development and approval of the annual operating budget each year. The CIP is a five-year document that is updated each year to reflect current projects, current priorities, and current funding. The projects in the CIP typically include project costs over \$100,000 (but may include projects of a lesser amount) and result in the creation of a capital asset.

Only the CIP projects that have been funded in a prior year, or are approved for funding in the current year, are worked on by staff in any given fiscal year. Projects that have future funding identified, but are not funded in the current year, are in a “holding pattern” until funding can be identified and linked to that project. If there are no designated funds for a particular CIP, then no work is done on that CIP.

Some CIPs are funded over several years, where the first year may be the planning and design phase and the second year may be construction. Some projects show annual funding to a multi-year program.

The Parks Commission last reviewed capital improvement projects last year for the 2021-2022 budget cycle.

DISCUSSION

In July 2021, the City amended the projected Sales Tax revenues in the General Fund. As an outcome of the amended Sales Tax revenue, the City is projecting a surplus of \$22 million at the end of FY 2021-22. At this time the funding is considered temporary as staff continues to monitor lobbying efforts that seek to redistribute on-line Sales Tax revenues. However, with the surplus the staff provided an update to the Council at the December 7, 2021 Regular City Council meeting. The Council considered the Ad-Hoc Fiscal Sustainability Committees proposed strategies for use of the surplus. One of the recommended areas to consider was Deferred Maintenance with includes parks.

Staff is asking the Commission to review an overview of the proposed Parks and Recreation Department capital improvement program for FY 2022-23 and provide input. See Attachment A for table summaries with updates of the current active (funded)

projects and current unfunded projects.

The Parks & Recreation Department has compiled a list of important projects to submit for discussion and funding consideration as a part of the City Council's Capital Improvement Program (CIP) Workshop planned for April 2022. That list includes the following projects in addition to any past active (funded) and unfunded projects:

PROJECT TITLE	ESTIMATED TOTAL COST	FUNDING SOURCE	PROJECT DESCRIPTION	TIMELINE
Tracy Sports Complex Improvement Project	\$1,500,000	Funding Available: Developer Impact Fees \$244,000 Funding Needed: \$1,256,000	Installation of 420 linear feet of 70 foot tall netting and removal of 75 linear feet of 30 foot tall netting. Renovation and upgrades to the concession building and meeting room. Addressing deferred maintenance such as replacement of site furnishings, landscape rehabilitation, tree plantings, parking lot repairs/restriping, ADA accessibility issues, etc.	Design: 9-12 months Construction: 6-12 months
A.R. Glover Park Improvement Project	\$150,000	Funding Needed: \$150,000	Rehab sport court including installation of sport court lighting	Design: 9-12 months Construction: 6-12 months

<p>Edgar Thoming Park Improvement Project</p>	<p>\$360,000</p>	<p>Funding Needed: \$360,000</p>	<p>Install sport court lighting at basketball and tennis courts and rehab courts. Install new fitness stations. Consider better integration of drainage into park through trails, natural play, fitness, new booster pump, and landscape beautification</p>	<p>Design: 9-12 months Construction: 6-12 months</p>
<p>Alden Park Phase 2 Improvement Project</p>	<p>\$650,000</p>	<p>Funding Needed: \$650,000</p>	<p>Playground is currently being replaced. This project would address the park in a comprehensive way including the addition of a new shaded picnic area, replace the existing walking loop and landscaping to reduce overall water consumption and improve park safety through pathway and area lighting</p>	<p>Design: 9-12 months Construction: 6-12 months</p>
<p>Robert Kenner Park Improvement Project</p>	<p>\$1,800,000</p>	<p>Funding Needed: \$1,500,000</p>	<p>Project to install sport court lighting at basketball and tennis courts including rehab of the courts. Install new walking loop around basin and turn into nature area. Covert many areas to drought tolerant plantings, renovate or remove volleyball, rethink raised planter area and replace with low water landscaping. Consider playground replacement and ADA upgrades.</p>	<p>Design: 9-12 months Construction: 6-12 months</p>

<p>Ritter Family Ball Park Renovation</p>	<p>\$20,000,000</p>	<p>Funding Available: Developer Impact Fees \$100,000</p> <p>Funding Needed: \$19,900,000</p>	<p>Ritter Family Ball Park (formerly Tracy Ball Park) is the oldest sports complex in the City. The first step in updating this dated facility is a master planning process, including public outreach, to establish a modern vision for this much needed infill project. The northeastern part of Tracy is lacking neighborhood parks and staff sees an opportunity to redesign the facility to include neighborhood park type amenities with sports fields taking up a smaller footprint. The project may also include reconfiguring the parking lot, landscape and pedestrian/bikeway enhancements along Tracy Boulevard, a walking loop and tot lot. The master planning process will include feasibility study and phasing options for build out to allow flexible funding options for the City Council to consider.</p>	<p>Planning/Design: 12 months Construction: 12-18 months</p>
<p>Florence Stevens Park and Greenway Improvement Project</p>	<p>\$550,000</p>	<p>Funding Available: \$475,000 (LMD Zone 17 Reserves) \$75,000 (TDA Funds)</p>	<p>Renovation of the playground, rehab of the sport court including replacement of equipment and addition of lighting, pathway lighting, replacement of site furnishings, landscape enhancements and drought tolerant conversions to the greenway, ADA improvements and enhanced pedestrian</p>	<p>Design 6-9 months Construction 6-12 months</p>

			crossings	
Veterans Park Improvement Project	\$250,000	Funding Needed: \$250,000	Parking lot renovation, ADA improvements, pathway lighting, sport court rehab and lighting, landscaping, etc.	Design 6-9 months Construction 6-12 months
William Larsen Park Phase 2 Project	\$360,000	Funding Needed: \$360,000	Playground was just renovated. Project to address the park comprehensively including install sport court lighting at tennis courts, upgrade fitness area, upgrade area around sculpture, landscaping, etc.	Design 6-9 months Construction 6-12 months

Historically, there has been a standard process for creating and prioritizing Parks and Recreation capital improvement projects. The following outline represents the typical CIP process:

1. Update and prepare CIP submittals for the 2022-2023 CIP Budget including:
 - a. Update scope, project description, timelines and projected costs of current approved and proposed CIPs.
2. Review previously submitted CIPs for future years and either;
 - a. Assess feasibility and need for moving project into upcoming year,
 - b. Remove from CIP, or
 - c. Change scope of project.
3. Solicit new CIP projects from staff and the Commission.
 - a. Write description of project
 - b. Identify funding source
 - c. Identify phasing if applicable over multi-years of appropriation (i.e., Year 1: Planning and Design; Year 2: Construction)
4. Commission prioritizes all unfunded CIPs.

Each year, prior to beginning the CIP process for park related projects, the Parks Commission is given an opportunity to provide input, which happened approximately one year ago. The Commission is encouraged to view the entire City CIP List for the current 2021-2022 budget here:

<https://www.cityoftracy.org/our-city/departments/finance-department/draft-fy-2021-2022-budget>

FISCAL IMPACT

Fiscal impacts will vary depending on the project.

RECOMMENDATION

That the Commission receive an overview of the proposed Parks and Recreation Department Capital Improvement Program for fiscal years 2022-2023 and provide input.

Prepared by: Richard Joaquin, Parks Planning and Development Manager

Approved by: Brian MacDonald, Director of Parks and Recreation

Attachments:

Attachment A – Table A: Current Active (funded) Projects with Update, Table B: Current Unfunded Projects with Update

Table A: Current Active (Funded) Projects with Update

PROJECT NUMBER	PROJECT NAME	UPDATE
78054	Aquatic Center	Working with Developer on Phasing Plan
78170	Gretchen Talley Park Phase 3	Design nearing completion with construction tentatively planned to start Spring 2022
78171	Bikeways Master Plan	Planned completion in 2022 as a part of the Transportation Master Plan
78173	Playground Replacements at Alden & Yasui Parks	Under construction with planned completion in Spring 2022
78178	Multi-Generational Rec Center	In Planning/Design phase.
78179	Parks Master Plan	Planned completion in 2022
78180	Nature Park	Recently added to Council's list of priority projects for Measure V funding.
78181	Lincoln Park Picnic Area Improvements	Public Works recently demolished old picnic area. No additional work planned at this time. Staff is recommending the remaining funding move to a different project at this time.
78183	Citywide Bikeways Maintenance	Ongoing. New work planned annually.
78184	Hoyt Park Per Capital Improvements	Project is in design
78185	Legacy Fields Phase 1E	Design is nearly complete. Construction to begin in Spring 2022.

Table B: Current Unfunded Projects with Update

PROJECT NUMBER	PROJECT NAME	UPDATE
PP1-78XXX	Flag Poles City Hall Memorial	No update. Keep on list.
PP2-78XXX	Dry Climate Dog Park	No update. Keep on list.
PP3-78XXX	Annual Park Rehabilitation Program	Staff is recommending this project transitions from generic to actual park sites to address deferred maintenance.
PP4-78XXX	Sport Court Lighting Project	Staff is recommending this project transitions from generic to actual park sites to add new sport court and pathway lighting to actual park sites.
PP5-78XXX	Ritter Family Ball Park Master Planning	Staff is recommending PP5 & PP6 merge together to propose a new CIP to comprehensively renovate the park.
PP6-78XXX	Ritter Family Ball Park Landscape Improvements Phase 1	
PP7-78XXX	Tracy Sports Complex Improvement Project	Staff is recommending PP7 & PP8 merge together to propose a new CIP to more comprehensively address deferred maintenance at this facility.
PP8-78XXX	Tracy Sports Complex Facility and Concession Upgrades	

AGENDA ITEM 6.c.

REQUEST

RECEIVE THE ANNUAL REPORT OF THE PARKS AND COMMUNITY SERVICES COMMISSION

EXECUTIVE SUMMARY

The Parks and Community Services Commission was formed by the City Council for the purpose of advising the Council on the planning and development of park and recreation facilities and delivery of recreation and community service programs. At the April 6, 2021 regular City Council meeting, the Council expressed the desire to receive an annual report.

This report is an accounting of the Parks and Community Services Commission for FY 20/21 as well as projected goals for FY 21/22.

DISCUSSION

The Parks and Community Services Commission (Parks Commission) was formed with the purpose of providing citizen and community perspective and input and advising the Council on the planning and development of park and recreation facilities and delivery of recreation and community service programs. The Parks Commission also provides the Parks and Recreation Department and Community Development with review of park planning and design, the naming of parks and recreation facilities, and provides input and community perspective regarding recreational programs and services. In addition, the Commission reviews applications and makes recommendations to City Council for the Community Development Block Grant (CDBG) funding of service programs provided by non-governmental organizations (NGOs).

In FY 20/21, the Parks Commission had two primary focus areas as listed below. Under each area, there is an update on Commission activities.

1. COMMUNITY OUTREACH

- 1.A Ensure representation with the Tracy Friends for Parks, Recreation & Community Services Foundation
 - The Commission assigned a member to participate regularly at the Foundation's meeting and report back monthly to the Commission.
- 1.B. Ensure representation with the Tracy Senior Association
 - The Commission assigned a member to participate regularly at the Tracy Senior Association's meetings and report back monthly to the Commission.
- 1.C. Public Outreach at Community events twice per year
 - Due to the COVID 19 Pandemic, all community events were placed on hold for FY 20/21.
- 1.D. Public Outreach to Senior Community
 - Each year, the Commission conducts a Special Meeting in November at the Lolly Hansen Senior Center to discuss specific concerns and needs of the senior community, however, due to the COVID 19 Pandemic, this was placed on hold for November 2020.

- 1.E. Increase communications with local school districts
 - 1. E.1 - One TUSD School Board member participates as a Commissioner and provides monthly reports on the Parks Commission activities to Tracy Unified School District.
 - 1. E.2. - The Commission assigned a member to participate and attend the City/School Liaison meetings and report back to the Commission

2. PROGRAM ENHANCEMENT

- 2.A Sponsor and Support the Rollin' Rec Program
 - All Commissioner will attend 2 rollin' rec programs per year.

The Parks Commission adopted to keep FY 20/21 goals for FY 21/22 as they were unable to fulfill their goals due the COVID 19 pandemic.

Focus Area: COMMUNITY OUTREACH

- Ensure representation with the Tracy Friends for Parks, Recreation & Community Services Foundation (This liaison effort has produced funding for the first City dog park and other park improvements)
- Ensure representation with the Tracy Senior Association
- Public outreach at community events twice per year
- Public outreach to senior community
- Increase communications with local school districts

Focus Area: PROGRAM ENHANCEMENT

- Sponsor and support the revitalization of the Rollin' Rec Program
- Park Facility and Sports Field Safety

In addition to these goals, the Parks Commission has the opportunity to support staff and better advise City Council in regard to City and Community needs. During FY 20-21 the parks Commission was instrumental in making decisions for the following 5 projects:

1. In January of 2021, the Parks Commission reviewed, approved and made a recommendation to City Council a newly proposed Schoolhouse Park adjacent to the future Ellis School Site.
2. In March of 2021, The Parks Commission received a presentation on the Draft Citywide Urban Forestry Management Plan and made a recommendation to City Council
3. In April of 2021, the Parks Commission provided staff input on the Parks and Recreation Departmental Capital Improvement Programs for FY 21/22
4. In May of 2021, the Parks Commission received a presentation on the following 2 Parks and Recreation projects:
 - Proposed Disc Golf Course at Dr. Powers Park
 - Parks Commission received the presentation and provided feedback to staff
 - Gretchen Talley Phase III Expansion Conceptual Master Plan (CIP 78170)
 - Parks Commission reviewed and approved the conceptual master plan for the expansion of Gretchen Talley Phase III

5. CDBG Community Services Funding

- In 2020/2021, 3 Parks Commissions were appointed to be part of the subcommittee to review and make funding allocation recommendations for the Community Block Grant Fund and Home Investment Program (CDBG) for FY 21/22.
- In total, 14 applications were awarded funds thru the CDBG program for use in projects that make for a viable community, with local programs and services that provide decent housing, a suitable living environment, and expand economic opportunities for low- and moderate-income individuals and families.

STRATEGIC PLAN

This agenda item relates to the City of Tracy's Quality of Life Strategic Priority, which is to provide an outstanding quality of life by enhancing the City's amenities, business mix and services and cultivating connections to promote positive change and progress in our community.

FISCAL IMPACT

Staff costs related to support of the Parks and Community Services Commission are included in the Parks and Recreation Department General Fund budget.

RECOMMENDATION

That the City Council accept the annual report of the Parks and Community Services Commission.

Prepared by: Andrea Pedigo, Executive Assistant

Reviewed by: Jolene Jauregui, Recreation Services Manager
Brian MacDonald, Parks and Recreation Director