




City of Tracy  
333 Civic Center Plaza  
Tracy, CA 95376

# Memorandum

CITY MANAGER'S OFFICE

MAIN 209.831.6000  
FAX 209.831.6120  
[www.cityoftracy.org](http://www.cityoftracy.org)

Date: March 21, 2023  
To: Mayor and Council Members  
From: Midori Lichtwardt, Acting City Manager <sup>DS</sup>  
Via: Brian MacDonald, Director of Parks & Recreation  
CC: Jolene Jauregui, Recreation Services Manager  
Subject: Email Inquiry from Sarah Woods for City of Tracy Park  
Rental Fees for Non-Profit Organizations

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The purpose of this memo is to receive an update regarding an email sent by a Tracy resident, Sarah Woods with concerns about park rental fees and utilizing City of Tracy parks to host free non-profit events.

On March 2, 2023, the City Managers Office, Tracy City Council, and the Parks & Recreation Department received an email from Sarah Woods inquiring about the park rental fees specifically for non-profits and attached to the email was a petition requesting the City Council to reconsider current City policies to make park rentals free for non-profit organizations.

On March 7, 2023, Community Facilities Division staff scheduled a meeting with Sarah Woods to discuss the original request she submitted. City staff explained and clarified the City of Tracy park rental process specifically the fees for non-profit organizations, the master fee schedule and suggested other resources to partner with such as the Tracy Chamber of Commerce to connect with other local non-profit organizations. In addition, a representative with the American Legion Post 172 emailed City Council and City staff as well as a representative with the Veterans of Foreign Wars (VFW) reached out to City staff who both received petitions from Sarah Woods expressed their concerns. Both organizations are unsupportive of the requests and initiatives proposed by Sarah Woods. Sarah also attended the City Council meeting on March 7 to express her concerns.

On March 8, 2023, Community Facilities Division staff sent a follow-up email to Sarah Woods recapping the meeting held on March 7 to include a City of Tracy Park Rental information sheet with detailed breakdowns of the fees, rental requirements, and the different amenities each park offers, and contacts (email & phone) for the Tracy Chamber of Commerce. On March 10, 2023, Sarah Woods responded to the follow-up email thanking staff for providing her with the additional information. There are no further updates or correspondences received from Sarah Woods to date.