

**PARKS & COMMUNITY SERVICES COMMISSION  
REGULAR MEETING MINUTES  
July 1, 2010**

1. **CALL TO ORDER:** Chairman Atkins called the meeting to order at 7:02 p.m.
2. **ROLL CALL:**
  - a. Present: James Atkins; Gene Birk; Walter Gouveia; Tim Jayne; Linda Jimenez; Gloria Saltzman; Steve Winchell
  - b. Absent: None
  - c. Staff Present: Rod Buchanan, Director of Parks and Community Services; Kevin Tobeck, Director of Public Works
  - d. Recorded By: Tish Foley, Executive Assistant
3. **ITEMS FROM THE AUDIENCE:** None.
4. **APPROVAL OF MINUTES FROM THE REGULAR MEETING ON JUNE 3, 2010, WILL BE PRESENTED AT THE AUGUST 5, 2010, COMMISSION MEETING.**
5. **CORRESPONDENCE:** None.
6. **ELECTION OF CHAIR AND VICE CHAIR:**

Chairman Atkins made a motion to nominate Linda Jimenez for Chair; Commissioner Birk seconded the motion which passed by unanimous vote.

Chairman Atkins made a motion to nominate Gene Birk for Vice Chair; Commissioner Saltzman seconded the motion which passed by unanimous vote.

7. **OLD BUSINESS:**

a. **Update Commission Goals for Fiscal Year 2010/2011:**

2.1.A.1. Research other marketing models and emerging concepts: Commissioner Gouveia researched marketing models from the City of Turlock, Lodi, Fremont, Manteca and Tracy as a comparison. He found the mission statements for most of the cities are very similar. Turlock's mission statement includes all the commissions. They also have a language translation feature on their website. Manteca Parks and Recreation has a webpage dedicated to their department. Commissioner Winchell added that Lodi and Manteca each have their own page within their City's webpage. Commissioners Winchell and Gouveia will hold off specific recommendations until after they have an opportunity to meet with staff as they want to understand what they can do to influence going forward. Commissioner Jimenez said businesses can access information about purchasing advertising right on Manteca's webpage.

3.1.A.1. Identify the potential topics found in parks: Rod Buchanan reviewed the potential projects identified by the Commission and stated the projects could be recommended to the Foundation as opportunities for fundraising efforts. Commissioner Gouveia selected benches; Chairman Atkins selected the small dog park fencing and benches. Commissioner Winchell asked staff to cost out options for expanding or building a new small dog park rather than adding on to the existing

dog park. Staff will research possible locations, size, amenity options and costs; and will report back at a later date.

3.1.A.2. Evaluate and compile current menu of services/options: Rod Buchanan advised the Park Watch program is being delayed until new staff are hired and trained. Commissioner Jayne would like to focus on parks only. He added that he knows what Tracy is doing, but hasn't researched other cities. He does not recommend hearing from other City program providers, such as MCYSN, as he doesn't see the benefit at this time. Rod Buchanan recommended concentrating on parks now, but the Commission should continue to review other programs in the community that fit the department's mission of healthy lifestyles, etc. The Commission should expand the discussion in the future. Commissioner Jayne was encouraged to consider this and contact staff if other groups should be scheduled for a future presentation.

Staff will update the Commission's goals for discussion at the next meeting.

**8. NEW BUSINESS:**

**a. Receive presentation regarding Neighborhood Watch Program:**

Irene Rose, Community Services Officer for the Tracy Police Department, made a presentation regarding Neighborhood Watch in Tracy. Officer Rose explained the benefits to the community such as creating a family where people are connected and care about each other. Neighborhood Watch also reduces crime because the people living in the neighborhood get involved. Tracy currently has 151 groups, but staff would like to see the program expand to every neighborhood in the city. Police Officers encourage local citizens to contact Officer Rose if they are interested in starting a program in their neighborhood. Neighborhood Watch and Park Watch work together in that volunteers post Park Watch notices and she is one of the contact people listed on the notice. Rod Buchanan encouraged the Commission to contact Officer Rose directly if they hear of any neighborhood concerns.

**b. Review and approve policy changes for rental booking window pertaining to City-owned facilities:**

Rod Buchanan explained the current policy and the need for a change due to the need to increase revenue and provide improved services to the community. Commissioner Jimenez asked for further definition of what parks would be considered in the new policy. Rod Buchanan explained how some reservations fall outside the simple bookings. Commissioner Gouveia made a motion in support of the policy change. Commissioner Winchell seconded the motion. The motion passed unanimously.

**c. Select a Parks Commissioner to receive a proclamation for "July is Parks and Recreation Month" from the Mayor at the July 6, 2010, City Council Meeting:**

Chairman Atkins recommended Commissioner Jimenez attend since she is the new Chair. She accepted the recommendation. Staff will notify the City Clerk.

**9. ITEMS FROM THE COMMISSION:**

- Commissioner Jimenez complimented staff on the summer activities and added the Mad Science Camp is an excellent program.
- Commissioner Saltzman expressed concern that the Kids in the Kitchen program dealt with sweet foods.
- Commissioner Jayne asked if staff was planning to advertise Lincoln Park renovation during the July 4<sup>th</sup> event.
- Commissioner Gouveia commented on the level of participation by staff at the Master Plan process.

**10. ITEMS FROM STAFF:**

a. Parks and Community Services Director Report:

- i. Upcoming Events and Programs: Concerts in the Park series is continuing. Movies on the Plaza will feature Charlotte's Web on July 9. The City of Tracy's Centennial Celebration is scheduled for July 24 and will include an historic tour and art dedication, followed by the Taste of Tracy. The Parks and Recreation Master Plan online survey is open until July 19. Attending special events has resulted in a major response. Three more outreach events are planned for July 8, 9, and 15. The Commission was asked to select a date to attend and advise staff.
- ii. Youth Sports Leagues MOU Update: Reaching a final agreement to be presented to the leagues within the month.
- iii. Aquatic Center: On July 6, RJM's design will be considered by City Council. RJM will make a presentation. A workshop will be held at the August commission meeting regarding the aquatic center. Currently, this is the largest project that supports recreation in Tracy.

b. Recreation Division Update: The Commission accepted the report.

c. Facilities Report: The Commission accepted the report.

d. Public Works Parks Maintenance Division Report: Kevin Tobeck reported on the effects of warmer weather on staff and facilities due to increased use by the community. Flooding problems at the dog park fountain are due to people plugging the drain, not broken plumbing. Staff may consider other options or posting signs. Bessie street project will be done near September.

**11. ITEMS FROM THE AUDIENCE:** None.

**12. ADJOURNMENT:**

- a. Motion: Commissioner Gouveia
- b. Second: Commissioner Jayne
- c. Vote: Unanimous
- d. Time: 8:50 p.m.