

PARKS & COMMUNITY SERVICES COMMISSION
REGULAR MEETING MINUTES
August 2, 2012

1. **CALL TO ORDER:** Commissioner Jimenez called the meeting to order at 7:00 p.m.
2. **ROLL CALL:**
 - a. Present: Commissioner Jimenez; Commission Birk; Commissioner Foley; Commissioner Gouveia; Commissioner Holguin, Commissioner Jayne; Commissioner Saltzman
 - b. Absent:
 - c. Staff Present: Rod Buchanan, Director of Parks & Community Services; Vanessa Carrera, Management Analyst II; Kim Scarlata, Recreation Manager; Laura Johnston; Recreation Coordinator I; Kevin Tobeck, Public Works Director
 - d. Recorded By: Stephanie Garcia, Executive Assistant
3. **ITEMS FROM THE AUDIENCE:** None.
4. **APPROVAL OF MINUTES FROM THE REGULAR MEETING ON JUNE 7, 2012:**
 - a. Motion: Commissioner Saltzman
 - b. Second: Commissioner Foley
 - c. Abstain: Commissioner Gouveia
 - d. Vote: Passed
5. **CORRESPONDENCE:** None.
6. **OLD BUSINESS:**
 - a. **Jim Raymond Park Update** – Rod gave a summary of the staff report with the recommendations on Jim Raymond Park. The Parks Commissioners accept report as stated. Commissioner Jayne opposed.
 - b. **Approve Endorsement of Pilot Park Camera Program** – Rod gave an update on the pilot security camera program. Commissioner Gouveia made a motion to approve and support the staff's recommendation regarding the pilot park camera program in city parks with the amendment of the staff report, paragraph 6 ...placed in City parks may be removed or moved to another park after a maximum of nine months... Commissioner Saltzman seconded the motion.
Staff will bring back the GIS map to the Commission as a demo at a future meeting.
 - c. **Discussion on the 2012/2013 to 2013/2014 Commission Goals and Work Plan**
Rod reviewed the Parks Commission goals for 2012/2013 to 2013/2014. The next meeting has been scheduled at Jim Raymond Park on September 6, 2012 at 7:00 p.m.
 - 2.1.B. *Increase park knowledge*, i.e. capture park history of parks.

- 2.1.C.3. *Tracy Press* – media opportunity and press releases, i.e. have a Commissioner featured to help the community learn about the Commission.
- 3.1.E. *Implement Park Watch Program*, i.e. develop a crime stat supporting system and report back to the Commission. Commissioner Foley is interested in Adopt-a-park.
- 2.1.A. *Volunteer opportunities and/or activities*, i.e. contacting the Tracy Police department regarding Crime Stoppers organization; they are in need of volunteers.
- 2.1. *Outreach*, i.e. attend events in the park to support leagues on opening day, etc.

Commissioners will email or call Rod with any additional Action Steps or interests in any goal assignments

City staff asked the Commission to consider being actively involved working with staff to review the City's park usage policies, i.e., having an open dialog with the leagues to come out and talk about their issues regarding 1 *Support Efficient Policies*.

Vanessa Carrera will be evaluating the policies and procedures and will bring back to the Commission on what we are doing with our community facilities. The Holly Sugar Sports Leagues MOU does play into this. The Commission requested a copy of the Holly Sugar Sports Leagues MOU.

The subcommittee for reviewing policies and procedures for sports fields are Commissioner Jimenez and Commissioner Holguin. Commissioner Birk will be an alternate.

Recommendation to the Commission is to work with city staff to develop a questionnaire on the needs of the sports leagues and gather information with questions, complaints, and/or positive remarks for field usage.

7. NEW BUSINESS:

- a. **Receive Update regarding the year-end review of Financial Assistance Program for the Fiscal Year 2011/2012** – The staff report was provided by Laura Johnston, Recreation Coordinator.
- b. **Select Foundation Board Liaison**
Kim Scarlata, Recreation Manager, gave an explanation as to the selection of a Foundation board liaison: City staff recently met with previous Foundation board member which was comprised of Parks Commissioners who have appointed a new Foundation board. Their first fund raiser is tomorrow night at the Block Party. Part of the Foundation board is a City Staff Liaison as well as a Parks Commissioner. The fall 2012 Activity Guide lists the Foundation website and what they do.

Commissioner Holguin and Commissioner Foley will represent a shared position as a Foundation Board Liaison for the Parks Commissioners.

Provide copy of bylaws to Commissioners for Tracy Friends for Parks, Recreation and Community Services Foundation

8. ITEMS FROM STAFF:

- a. Parks and Community Services Director Report:
 - i. Upcoming Events and Programs – Boots & Buckles this Friday night. The Tuesday night council meeting will be considering the approval of three of the four sports leagues. The report and agreement is online for review. Tracy Youth Soccer League did not sign; they are reviewing the final agreement at this time.
 - ii. Projects Update – A meeting is scheduled for next week regarding Tracy Ball fields with the consultants.
- b. Recreation Division Update: Report is in packet
- c. Facilities Report: Report is in packet
- d. Public Works Parks Maintenance Division Report: Kevin Tobeck said the splash pad at Lincoln Park is so popular that the drains couldn't meet the demands of water. It has been closed for three days and will be functional tomorrow. Dr. Powers and Zanussi playgrounds have been replaced. Lighting replacement work has to be done at the Sports Complex. Some additional booster pumps will be placed at some parks to improve the irrigation.

9. ITEMS FROM THE COMMISSION:

- Commissioner Gouveia made a comment to the Parks Director that he is impressed with the functions that take place downtown. It is very well organized and kudos to the whole staff.
- Commissioner Saltzman is up for the challenge on the upcoming year agenda.
- Commissioner Birk commented on the splash pad across from the Tracy Transit Center that it was being utilized by kids and adults.
- Commissioner Jimenez visited four parks in one day; Kit Fox and Dr. Powers have a sign that says playground equipment for ages 3 – 4 years old. The placements of park signs are confusing since it is a generic sign. Dr. Powers Park does not have a slide and children love slides; the parks are always immaculate. Commissioner Jimenez suggested staff provide a name badge for the Commissioners when they meet with the community.

10. ITEMS FROM THE AUDIENCE:

11. ADJOURNMENT:

- a. Motion: Commissioner Foley
- b. Second: Commissioner Gouveia
- c. Vote: Unanimous
- d. Time: 9:54 p.m.