

**PARKS & COMMUNITY SERVICES COMMISSION**  
**REGULAR MEETING MINUTES**  
**February 7, 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; Commissioner Jayne; Commissioner Gouveia
  - b. Absent:
  - c. Staff Present: Rod Buchanan, Interim Director of Public Works; Don Scholl, Parks and Sports Fields Superintendent; Kim Scarlata, Recreation Manager; Vanessa Carrera, Management Analyst II
  - d. Recorded By: Stephanie Garcia, Executive Assistant
3. **ITEMS FROM THE AUDIENCE:** - None
4. **APPROVAL OF MINUTES FROM THE REGULAR MEETING ON JANUARY 3, 2013**
  - a. Motion: Commissioner Birk
  - b. Second: Commissioner Saltzman
  - c. Abstain: Commissioner Gouveia; Commissioner Jayne
  - d. Vote: Passed
5. **Correspondence** – Staff received a Government Outreach request from a citizen regarding the completion date for the small dog park area at El Pescadero Park. The individual who made the request will be in attendance at next month’s meeting to speak before the Commission on this topic.
6. **Old Business:**
  - a. **Update Commission Goals for Fiscal Year 12/13 & 13/14** – Staff summarized the goals for FY 12/13 & 13/14. Item 1.1.B.1. Present Revised Field Rental Recommendations to Sports Leagues. This will take place after staff receives feedback on the field policy recommendations from the sports leagues. Commissioners requested to be notified of meetings with sports leagues regarding the field rental policy changes.
7. **New Business:**
  - a. **Review and Approve Support of Staff Recommendation to City Council Regarding the Adoption of the 2013-2014 Recreation Program and Facility Use Fee Schedule** – Commissioner Foley made a motion to approve the staff report as amended (typos). The motion was seconded by Commissioner Gouveia and passed by unanimous vote.
8. **Items from Staff:**
  - a. **Recreation Division Report** – Staff summarized the details of the Recreation Report. Youth Commissioners are planning a park clean-up event on March 16, 2013. Teen Forums will focus on how to get a job, prepare for an interview, and help with completing job applications. Athletics staff is working on getting the softball league season started and the Youth Hoops program is almost finished.

There will be a program survey for parents and participants to fill-out and the survey results will be in the next Rec Report.

- i. Upcoming Events and Programs** – The Dan Bilbrey Civic Center Plaza Dedication on Tuesday was a great turn out. The 2012 World Series Trophy Tour Stop will be here March 20, 2013 from 4:00 – 6:00 p.m. The Volunteer Appreciation Ceremony, which will honor all City volunteers and Commissioners, will be on April 24, 2013. Other upcoming events are in the Recreation Report.
- b. Public Works Parks Maintenance Division Report**
  - The Dr. Powers Park old restroom building has been demolished and staff will construct a shade structure in that area utilizing recycled materials from a vandalized park.
  - The lighting at the Sports Complex is over 10 years old and is beginning to fade. The entire complex will be re-lamped, including the softball area. The base turf material is being replaced at softball field #3.
  - General Fund parks maintenance is well underway and irrigation is starting up.
  - Tracy Unified School District operations staff contacted City staff regarding the existing Joint Use Agreement between the City and TUSD. The school district stated, in light of the Sandy Hook Elementary tragedy, that they are going to be fencing off campuses that have been traditionally open to City parks as a security measure. They are raising 4' fences to 8' fences.
- c. Director Report**
  - i. Projects Update** – A walk-through took place at Legacy Fields with the sports leagues involved in the project. There was roughly \$300,000 left out of the \$11.8-million project budget. The available funding will be used for wiring utilities to each individual property and adding a storage container area. The fields may be turned over to the leagues around April 1<sup>st</sup>. The Ribbon Cutting Ceremony will take place in April before a regularly scheduled Council Meeting.
- d. Community Facilities Report** – Staff and the Facility Attendants meet once a month to discuss safety related issues, how to go about responding to emergency situations, and reporting incidents to the Police Department. Lt. Farmanian of the Tracy Police Department was in attendance during this month's meeting and explained what to do when one is placed in an unpleasant or threatening circumstance.

Facility Use Report – January has good numbers in terms of hours for the Transit Station, the Ball Park and the Community Center. Starting next week the sports facility use hours will increase, as baseball, softball, and soccer play starts back up. In the month of January, \$10,000 of facility rental fees were generated.

Staff followed-up on an inquiry related to Commissioner Gouveia's absence at the January 3, 2013 regular Commission meeting. Per the Commission's bylaws regarding absences, an absence may only be excused if a leave of absence request is made in advance and approved by City Council. Commissioners are allowed to miss up to 4 meetings per calendar year.

**9. Items from the Commission**

- Commissioner Gouveia mentioned that his son who plays soccer will be playing in Las Vegas in the Under 19 International Tournament.
- Commissioner Saltzman stated that being on a subcommittee has been invigorating and stressful and she would like there to be different ways or approaches to come up with decision making.
- Commissioner Birk stated that in March the World Series Trophy Tour will be unbelievable. He has seen at other towns, thousands of people lined up to get their picture taken with the trophy; it will be very exciting for Tracy to see people coming from all around. He thanked Kim and Jolene for doing a wonderful job stepping in and helping with the Sister City Association. In March they will be sending 10 kids and 2 chaperones to Japan, the expense is down to approximately \$1,600. The Sister City Association will hold a fundraiser on March 9, 2013 to raise funding for the trip; tickets are \$25.
- Commissioner Foley – apologized for missing the Special Meeting.
- Commissioner Jimenez attended Kevin’s retirement party which was a spectacular event. She thanked staff for doing an outstanding job.
- Staff clarified how updates are presented to the Commission regarding Items from the Audience. Staff follows the City Council policy for addressing Items from the Audience, which provides 30 days for response or resolution to an item.

The Director asked the Commission if they would like updates on Items from the Audience in a summarized format, which the Commission was in agreement to. Commissioner Jimenez would like an updated report on the Tracy United Cricket Club field allocation, and staff’s attempt to reach Mr. Hector Hernandez regarding Tracy’s sports history. Rod stated that staff will work actively on addressing Items from the Audience topics and provide status updates to the Commission.

**10. Items from the Audience - None**

**11. ADJOURNMENT:**

- a. Motion: Commissioner Birk
- b. Second: Commissioner Gouveia
- c. Vote: Unanimous
- d. Time: 8:31p.m.