

PARKS & COMMUNITY SERVICES COMMISSION
REGULAR MEETING MINUTES
June 6, 2013

1. **CALL TO ORDER:** Commissioner Birk called the meeting to order 7:00 p.m.
2. **ROLL CALL:**
 - a. Present: Commissioner Birk; Commissioner Ettinger; Commissioner Gouveia; Commissioner Saltzman
 - b. Absent: Commissioner Holguin; Commissioner Jayne; Commissioner Jimenez
 - c. Staff Present: Rod Buchanan, Interim Public Works Director; Kim Scarlata, Recreation Manager; Mike Contreras, Parks Maintenance Superintendent; Vanessa Carrera, Management Analyst II;
 - d. Recorded By: Stephanie Garcia, Executive Assistant

Deviation in Agenda – Item 8.a. will be brought back to the full Commission at a later date.

3. **ITEMS FROM THE AUDIENCE:** Cynthia San Julian, Tracy, CA –wrote a letter and emailed it to staff and Council regarding Relay for Life. She participated in RFL a few weekends ago at Kimball High School and stated that the walkway out there is rough. She expressed her idea of moving Relay for Life to a better location, such as Lincoln Park since it has a partial walking trail and could accommodate walkers, joggers and parents with strollers/wagons. She felt that some events are best suited for Lincoln Park such as the Bean Festival, 5K Run, and RFL.
4. **APPROVAL OF MINUTES FROM THE REGULAR MEETING ON MAY 2, 2013**
 - a. Motion: Commissioner Gouveia
 - b. Second: Commissioner Saltzman
 - c. Abstain: Commissioner Ettinger; Commissioner Birk
 - d. Vote: Passed
5. **CORRESPONDENCE:** Rod will forward the email from Cynthia San Julian to the full Commission.
6. **CERTIFICATE OF ACHIEVEMENT:** Commissioner Birk presented a Certificate of Achievement to Arashpreet Gill, Youth Advisory Commissioner. Arashpreet has been selected as one of two California delegates to the National Youth Science Camp in West Virginia. At camp, she will be focusing on meeting scientists that are famous within their field of science; only two applicants from each state are invited to the prestigious camp. Laura Johnston added that Arashpreet has been the YAC Chair for the past year and has done an excellent job; next week will be her last meeting. She has been accepted at Vanderbilt University and the YAC and City of Tracy are very excited for her.
7. **OLD BUSINESS:**

a. **Update Commission Goals for Fiscal Year 12/13 & 3/14**

Staff gave an update on the following:

1.1.A.4. **Prepare Draft Field Rental Policies** – The Rental Handbook timeline has been adjusted to include the City's new facility reservation software procedures.

3.1.A. **Implement the Pilot Camera Program** – Staff reported that the camera at Jim Raymond Park is a good deterrent. The recent camera imagery download showed no bad behavior or criminal acts. Staff will present the results of the Pilot Park Camera Program to the commission in several months. Six cameras have been purchased for placement at other City parks; this was part of the Pilot Park Camera CIP. Two will be installed at Legacy Fields, one at the entrance of the park and one inside the park.. This will ensure the infrastructure installed by the City remains intact and prevent vandalization.

Commissioner Saltzman asked if the criminal activity at Jim Raymond Park has subsided. Staff said prior to the camera being installed there were reports and evidence of graffiti and this led the Commission and Staff to select Jim Raymond Park for the Pilot Park Camera Program. Since the camera has been up, there has not been detection of criminal acts or graffiti. The data collected for PD Calls for Services will determine where to place the new cameras.

~~3.1.B. — **Implement an Adopt-A-Park Program** this will be brought up to the Commission tonight and will be moving forward with developing program elements for the Adopt-A-Park program and working with the Commission.~~

8. **NEW BUSINESS:**

a. **Discuss and Provide Feedback on the Possible Formation of a Senior Advisory Commission and Option to Consolidate the Parks and Community Services Commission, Cultural Arts Commission, and Youth Advisory Commission, with an addition of Three (3) Senior Commissioners to Form a New Council Appointed Community Services Commission** – Item will be brought back to the full Commission at a later date.

b. **Election of Parks Commission Chair and Vice Chair**

Commissioner Gouveia made a motion to nominate Linda Jimenez as Chair and Commissioner Saltzman seconded the motion, passed by unanimous vote.

Commissioner Ettinger Abstained.

Commissioner Saltzman made a motion to nominate Gene Birk as Vice Chair and Commissioner Gouveia seconded the motion, passed by unanimous vote.

Commissioner Birk Abstained.

c. **Appoint Three-Member Subcommittee to Develop Program Elements for Adopt-A-Park Program** – Staff gave the report. Kim added that the city has several

Strategic Teams that are developed based on Council priorities. One team is a Public Safety Team and the Adopt-A-Park Program has been addressed knowing the Parks Commission is in the process of implementing the program.. Once the strategies are approved by Council, staff will present the Public Safety strategy to the Commission and discuss the Adopt-A-Park Program goal in further detail.

Commissioner Gouveia asked if the City's Strategic Teams are being developed in conjunction with the Parks Commission. Staff said it is in conjunction with the

Commission. There are some elements in the Public Safety Strategy that relate to the Parks Commission and their purview over parks that they may be interested in.

Commissioner Saltzman asked when the Adopt-A-Park subcommittee would convene.. Staff stated during the month of July.

Commissioner Gouveia, Commissioner Saltzman, and Commission Ettinger volunteered to serve as the three-member subcommittee to develop program elements for Adopt-A-Park Program. Commissioner Gouveia made a motion to nominate, Commissioner Saltzman, Commissioner Ettinger, and Commissioner Gouveia to serve on the Adopt-A-Park Program subcommittee. Commissioner Ettinger seconded the motion, passed by unanimous vote.

9. ITEMS FROM STAFF:

- a. Recreation Division Update: Staff highlighted the following:
- Don't Text & Drive Campaign event – Staff and the Youth Advisory Commissioners recently conducted a Don't Text & Drive Campaign at several high schools and received over 700 pledges.
 - Softball – Staff is very excited that the softball team enrollments have increased from last summer.
 - Seniors – May is “Older American’s Month” – The Senior Center is receiving a lot of activity and construction is going on for the outdoor recreation area. The completion date should be the end of June or beginning of July. The Commission will be advised on the ribbon cutting ceremony for the outdoor area
 - i. Upcoming Events and Programs
 - Upcoming Block Party is June 21st
 - Music in the Park begins June 13th at Lincoln Park through July 25th, Thursday evenings at 7:00 p.m.
- b. Public Works Parks Maintenance Division Report: Staff reported that there have been some irrigation main lines broken at Cecilian Park. Mike Contreras oversees the Landscape Maintenance District Division which consists of 38 mini-parks. Staff is staying on top of keeping the mini- parks running and safe.
- c. Community Facilities Report: Staff reported that the total usage hours for the month of May for indoor and outdoor facilities, including sports fields is 2,179 hours and the amount of fees generated is in the order of \$21,333.

The 2013 Action Items List – The Pilot Park Camera demonstration at Jim Raymond Park will be rescheduled in the next couple of weeks.

- d. Director Report:
- i. Projects Update – Staff is continuing to work with the contractor to finalize the punch list at Legacy Fields. The electrical wiring has been installed and the cameras at Legacy Fields will be permanently installed since they were purchased out of that project. Once staff brings the acceptance of the project to Council this will activate the sports leagues lease.

However, the sports leagues have all been extended the opportunity to start construction on their fields.

10. ITEMS FROM THE COMMISSION:

- Commissioner Gouveia commented on how he and his wife enjoyed the first City Block Party of the year and had fun. He said when Latin Essence performs it brings out a lot of Tracyites.
- Commissioner Saltzman welcomed Commissioner Ettinger to the group, and thanked the audience for their attendance.
- Commissioner Ettinger said that she was appreciative of being here.
- Commissioner Birk welcomed Commissioner Ettinger. He would like to extend his gratitude for a Public Works employee who cleaned up after a horrendous car accident in Tracy. There was concrete all over the road and the Public Works employee worked very hard to clean up the debris.

11. ITEMS FROM THE AUDIENCE: None

12. ADJOURNMENT:

- a. Motion: Commissioner Gouveia
- b. Second: Commissioner Saltzman
- c. Vote: Unanimous
- d. Time: 7:44 p.m.