

**PARKS & COMMUNITY SERVICES COMMISSION
REGULAR MEETING MINUTES
January 2, 2014**

1. **CALL TO ORDER:** Commissioner Jimenez called the meeting to order at 7:01 p.m.

2. **ROLL CALL:**

- a. Present: Commissioner Jimenez; Commissioner Birk; Commissioner Ettinger; Commissioner Gouveia; Commissioner Holguin
- b. Absent: Commissioner Jayne; Commissioner Saltzman
- c. Staff Present: David Ferguson, Director of Public Works; Brian MacDonald, Management Analyst II; Scott Claar, Associate Planner; Barbara Harb, Management Analyst I
- d. Recorded By: Laura Serrano, Administrative Assistant II

3. **ITEMS FROM THE AUDIENCE:**

Robert Tanner of 1371 Rusher Street wished the Commission a Happy New Year and requested the city consider extending the sidewalk on the south side of Dr. Powers Park. He further noted that he has seen groups of individuals walking their dogs and having to walk on the grass or in the street as well as individuals in wheelchairs dropped off at the bus stop not able to get on the sidewalk. Mr. Tanner feels it is a safety concern. Staff will look into the matter.

Jeremy Strouse of 827 Chestnut Avenue has lived in the City of Tracy for six years and has been a BMX rider for approximately 30 years. Mr. Strouse would like to propose the idea of building a BMX Park in the city because the sport has seen growth since being added to the Olympics.

4. **APPROVAL OF MINUTES FROM THE REGULAR MEETING ON OCTOBER 3, 2013**

- a. Motion: Commissioner Gouveia
- b. Second: Commissioner Birk
- c. Abstain: None
- d. Vote: Passed

APPROVAL OF MINUTES FROM THE SPECIAL MEETING ON OCTOBER 3, 2013

- e. Motion: Commissioner Gouveia
- f. Second: Commissioner Birk
- g. Abstain: None
- h. Vote: Passed

5. **Correspondence - None**

(Deviation from Agenda)

Commissioner Jimenez introduced Brian MacDonald, Management Analyst II, Community Facilities Division. Mr. MacDonald is a life-long Tracy resident who currently lives in the city with his wife and children. He has an interest in the parks system as well as the city's community facilities. Mr. MacDonald has nine years of public agency experience starting out at the San Joaquin County Human Services Agency and then went to the City of Modesto Utilities Department. Mr. MacDonald stated that he has a good feel for public finance and customer service and thanked the commission.

6. **Old Business:**

- a. Update Commission Goals for Fiscal Year 12/13 & 13/14 – Staff gave the update with the following items 1.1.C.1., 2.1.B.1., and 3.1.B.1.

1.1.C.1. - Receive Council Approval on Handbook and Distribute Final Version to User Groups was completed in December. The sports field allocation period began on December 2, 2014, and closed December 12, 2014. The Community Facilities Division received 35% more field requests than 2012. Field allocations for January are complete and staff is working diligently on completing allocations for the remainder of the year.

Staff changed the completion date for items 2.1.B.1. and 3.1.B.1. due to the sports field allocation process delay and will make the items a priority.

Commissioner Jimenez asked if the sports field allocations included football leagues. Staff indicated that the sports field allocations mentioned included football, soccer, softball, baseball, and cricket.

7. New Business:

- a. **Appoint a three member sub-committee to evaluate and rank CDBG applications and to make funding allocation recommendation for the 2014-2015 Fiscal Year** – Scott Claar gave an overview on the item and welcomed Barbara Harb of the Economic Development Division who will be overseeing the CDBG fund allocation process.

Commissioner Jimenez noted that Commissioner Saltzman would like to volunteer to participate in the subcommittee. Commissioner Ettinger stated that she was unsure about participating because her term was going to expire when they replace her with a new Commissioner. Staff stated that the recruitment for new Commissioners was extended to January 9, 2014. Staff stated that the City Attorney's office extended the Commissioner's terms until that time. Commissioner Ettinger and Commissioner Birk volunteered to participate on the subcommittee.

Commissioner Jimenez requested the CDBG application packets be made available for viewing for the remaining commissioners at the Community Facilities front counter.

Staff will verify the contact information for the Commissioner's is correct.

- b. **Review development of the City of Tracy Capital Improvement Program for Fiscal Year 2014-2015** – Staff gave an overview of the Capital Improvement Program (CIP) for Fiscal Year 2014-2015. Staff received an extension from the Finance Department for submittal of the priority list. Staff gave an overview of the CIP schedule. Commissioner Jimenez recalled that the Commissioners made suggestions at a previous Parks Commission meeting regarding the placement of the restroom at El Pescadero Park. Staff indicated that the exact location of the park restroom is unknown and will follow up with Parks Commission.

Staff asked the commissioners if there were any projects they would like to add to the list. Commissioner Holguin asked how the security camera project was moving forward. Staff stated that the project is on hold due to legal concerns. Commissioner Holguin asked if the cameras are currently operational. Staff stated that the cameras are currently installed but not operational pending proper signage and City Council approval.

Commissioner Gouveia stated that the new statue in the center of the roundabout at Sixth Street and Central Avenue needs additional lighting and is hard to see in the evening. Mr. Ferguson stated that staff met with the designer regarding the lighting issue and found that the lighting installed is the best for the

design. Commissioner Gouveia said that he would like to add the roundabout lighting project to the list for consideration.

Commissioner Jimenez stated that she would like to add a BMX racetrack project to the list for consideration. Staff stated that there is presently a bicycle/motocross track project on the list. Commissioner Jimenez asked Mr. Strouse if the bicycle/motocross track project on the list is comparable to a BMX racetrack project. Mr. Strouse stated that the facility is usually referred to a BMX park to allow for different styles of the sport. Staff recommended changing the name of the currently listed project to BMX park. Commission agreed to rename the project.

Staff presented their recommendations in order of priority: Wooden Play Structure at Hoyt Park, Tracy Ball Park Renovations, Tracy Sports Complex Scoreboards, Park Revitalization in General Fund Parks, Dr. Powers Park Renovation. Mr. Ferguson indicated that the Public Works Department will ask for an additional appropriation in the Operating Funds instead of the CIP for Tracy Sports Complex Scoreboard project.

Commissioner Jimenez asked about field availability due to Tracy Little League losing their fields through Jefferson School District next calendar year and is concerned about lack of available fields. Staff confirmed that there are not enough fields and they share the same concerns and are looking at several options to help meet demands of the leagues.

The Commission voted their top five projects. The top five projects are in order of priority are: Tracy Ball Park Phase I, Dog Park (site south end of town) & Dr. Powers Park Pool Replacement tied for second, Hoyt Park Wooden Play Structure Replacement, and Dr. Powers Park Pool Demolition. Commissioner Jimenez clarified the difference between Dr. Powers Pool Replacement and Dr. Powers Pool Demolition. Staff asked for their sixth choice on the priority list and Laura stated that the sixth project on the priority list is Dr. Powers Park Renovation. Commissioner Birk motioned to add the sixth project to the priority list. Commissioner Gouveia seconded the motion. All commissioners approved the item.

8. Items from Staff:

- a. **Recreation Division Update** – Included in Agenda Packet
Commissioner Jimenez was delighted to see the programing available to youth and seniors and that the city is taking good care of their seniors.
- b. **Public Works Parks Maintenance Division Report** –
 - The department completed over seeding the soccer fields at the Tracy Sports Complex. Plasencia fields will receive a light seeding.
 - Trees at Larson Park and the Civic Center Plaza were trimmed with a few removals included.
 - Mulching of the planter beds with recycled mulch continues throughout the city.
 - All parks have been pre-emerged to minimize winter and spring weeds.
 - Three new full-time employees will be joining the crew mid-January to mid-February.
 - The irrigation booster system at Clyde Bland had freeze damage, repairs are currently being made.

Commissioner Jimenez was happy to hear of the new additions.

- c. **Public Works Community Facilities Division Report Update** – Facility Use Report – Included in Agenda Packet
- d. **Public Works Director Report** – David stated that staff continues to sort things out from the reorganization of the department but things are going well.

9. Items from the Commission

- Commissioner Gouveia participated in the senior steering committee meetings and enjoyed the feedback received.
- Commissioner Birk stated that he appreciates all the help the city provides to Brighter Christmas.
- Commissioner Holguin thanked David for the outstanding job he has been doing since being with the city and welcomed Brian. Commissioner Holguin thanked Mr. Tanner for always attending the meetings and suggested that Mr. Strouse gain more support, bring people in and voice their opinion because the city does listen.
- Commissioner Ettinger was happy to see her children in the agenda. Commissioner Ettinger stated that her children participate in the after school program and is thankful for the program. Commissioner Ettinger stated that she would like to see more collaboration with regard to facilities used for youth programming. Commissioner Ettinger reported that her vehicle was vandalized in the Hidden Lake area and the alleged individual responsible was apprehended.
- Commissioner Jimenez mentioned that she is the liaison for the Tracy Friends Foundation. Commissioner Jimenez stated that in their last meeting they discussed the events in the downtown area where street closures are involved and they indicated that they would like to have more advance notice of the events. The foundation is doing an outstanding job; they had their first fundraising event at the Halloween Parade. Commissioner Jimenez stated that the information on the city website is not up to date and directed staff to update it. Staff said that the department is currently working to update all the information. Commissioner Jimenez thanked the commission.

Staff stated that the City met with a representative from the Tracy City Center Association and Kim Scarlata, Recreation Manager, regarding special event notification. The division will include Kim Scarlata in the routing of special event applications.

10. Items from the Audience - None

11. ADJOURNMENT:

- a. Motion: Commissioner Gouveia
- b. Second: Commissioner Holguin
- c. Vote: Unanimous
- d. Time: 8:45 p.m.