

**PARKS & COMMUNITY SERVICES COMMISSION
REGULAR MEETING MINUTES
August 7, 2014**

1. **CALL TO ORDER:** Commissioner Gouveia called the meeting to order at 7:00 p.m.

2. **ROLL CALL:**

a. **Present:** Commissioner Gouveia; Commissioner Johnson; Commissioner Birk; Commissioner Jayne; Commissioner Saltzman; Commissioner Jimenez joined the meeting at 7:02 p.m.

b. **Absent:** Commissioner Holguin

c. **Staff Present:** David Ferguson, Public Works Director; Brian MacDonald, Management Analyst II; Kim Scarlata, Recreation Manager; Jolene Jauregui, Recreation Coordinator II

d. **Recorded By:** Stephanie Garcia, Executive Assistant

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

4. **APPROVAL OF MINUTES FROM REGULAR MEETING ON JUNE 5, 2014:**

a. **Motion to Approve:** Commissioner Birk

b. **Second:** Commissioner Johnson

c. **Abstain:**

d. **Vote:** Approved by unanimous vote

APPROVAL OF MINUTES FROM SPECIAL MEETING ON JULY 22, 2014:

a. **Motion to Approve:** Commissioner Birk

b. **Second:** Commissioner Jimenez

c. **Abstain:** Commissioner Jayne; Commissioner Saltzman

d. **Vote:** Approved by unanimous vote

5. **CORRESPONDENCE:** None

6. **OLD BUSINESS:**

a. **Discuss and Update Parks and Community Services Commission Goals**

Staff gave an overview on the goals. The Commission received clarification on the following items:

1.1.A.1. Meet with Sports Leagues to obtain feedback on Field Rental Policies

The method of this Action Step is to have up to three Commissioners voluntarily attend the sports league meetings and report any updates to the full Commission.

1.1.A.5. Approval of revised MOU policies and procedures by the PCS Commission

The method of this Action Step is to revise the policies that fall under the Commissions purview.

2.1.B.1 Research park history and post park information and photos on website

The method of this Action Step is to have the subcommittee research park history.

2.1.C.2. Annual Legacy Fields Update

The method of this Action Step is for staff to provide informational annual updates to the full Commission. A component of the Agreement is a Phase Development Plan that is submitted to staff from the leagues.

3.1.A.1. Support implementation of the pilot camera program

The method of this Action Step is to install cameras as deterrents and provide clarification to the Council.

Staff will change the Completion Date from completed to TBD on 3.1.A.1.

7. **NEW BUSINESS:**

a. **Appoint Parks Commission Liaison to Serve on Tracy Friends for Parks, Recreation and Community Services Foundation Board**

Commissioner Jimenez volunteered to continue to serve as the liaison on the Tracy Friends for Parks, Recreation and Community Services Foundation Board.

8. **ITEMS FROM STAFF:**

a. **Recreation Division Report** – Staff gave an overview of the report

i. Upcoming Events and Programs

- The Athletics division is at its highest participation from the last three years with 38 softball teams registered. In addition, the Junior Giants Program has been expanded to two sites to include Galli and the Sports Complex. The Junior Giants Foundation has served close to 600 participants and roughly 50 coaches and volunteers. Next year the Junior Giants will assign two Ambassadors' to assist staff with the free program. This year, staff has received positive feedback from the participants.
- Community events update – The events are going well this summer and tomorrow night is the last Movies on the Plaza 'Hunger Games'. Next Friday is the last Block Party featuring 'Take 2' and anticipates 850 plus attendees at both events.
- The Senior Center continues to thrive, mid-September with the appropriation of hiring staff, the hours will be extended and the outdoor area will be utilized and special speakers have been lined up each month. Staff will provide an update on where the senior services are today to City Council on September 16th.Carolynn Taylor is very active at the senior center and was part of the group who raised \$100,000 to build the Senior Center years ago. She wrote a positive letter to the editor on the programming and the staff along with everything that goes on at the center. Kim acknowledged Jolene and her staff for doing a great job at the senior center.

Commissioner Jimenez thanked the Recreation department and Management for the outstanding continued programs. She said that there is certainly a variety of programs that the children are enjoying, her granddaughter attended the Babysitter Training Course which she is photographed on page 5, she thoroughly enjoyed the class and the teachers were wonderful and she learned a great deal. That attests to how well you think out the programs that are offered as well as the courses and the content.

- b. Public Works Parks Maintenance Division Report** – Staff updated the Commission on some of the CIP projects and repairs that are going on.
- The Lammersville Schoolhouse repairs will start approximately mid to the end of August. The contract has been awarded and when the materials arrive and they get started, it will be completed in 30 days.
 - El Pescadero Park – the basketball court construction has been started as well as the grading for the new restroom.
 - McDonald Park – the restrooms, handball resurfacing, stage area, and a new shade structure has been started. A portion of the handball court has been removed and will not progress at this time due to the same contractor who is working on El Pescadero Park, they are concentrating on completing that project first but both projects are moving right along.
 - Dr. Powers Park – there is about a dozen lights that PG&E is working on repairing.
 - Tree trimming at several parks is being worked on at this time.
 - Gretchen Talley Park – Staff attended a Neighborhood Watch meeting and spoke about the undeveloped portion of the park which was approved years ago by the Commission as a conceptual plan only. The Neighborhood Watch received information from the developer saying that the land belonged to the City and in fact it does not. The conceptual plan would have to be brought back to the Commission for a final plan and the community would have more input during that process.
 - National Night Out – David and Don split up and visited eight parks in the General Fund areas as well as the Landscape Maintenance Districts (LMDs). There are some issues in the LMD areas and the crews have been catching up and making some progress with the temporary contractor, XL Landscape, along with additional City crews who assist a couple days a week.

Commissioner Jayne stated that the underfunded zones look worse than they ever had, in particular, Tracy Press Park. He understands that it has to do with the lack of a contractor due to the contract expiring and asked about the time frame. Staff said that the mowing of the parks are getting back on schedule, supplemented with City crews; the funded zones get mowed every week and the underfunded zones get mowed every other week as well as the arterials and streetscaping that have turf on them. In September a Request for Proposal will be sent out for a temporary contract for channel way maintenance. Mike's crews are now able to focus on irrigation as we are bringing the additional crews in as they were supplemented on the detailed work zone. It's been a team effort and we are getting much closer.

Don will go out and take a look at Tracy Press Park and report the issues.

- c. Community Facilities Report** – On August 19th, staff will provide an update to the City Council on Legacy Fields. The Commission was encouraged by staff to attend the meeting. The leagues have been invited to attend and voice their updates on issues that they are experiencing internally.
- Tracy Little League (TLL) plans to build 3 – 5 youth fields by April 1, 2015. TLL lost fields at Jefferson School due to the reconstruction. They've partnered with Odyssey Landscaping to manage the project and provide in-kind services/volunteer services.

- Tracy Babe Ruth (TBR) plans to build 2 fields by April 1, 2015. They've reached out to work with Odyssey Landscaping and working with parents to help volunteer time and materials. They've also reached out to local businesses.
- Tracy Youth Soccer League (TYSL) does not have plans to build this year. At this point, they do not have the support from parents; however, they will reach out to parents to help volunteer time and materials. They've also reached out to local businesses and it sounds like they may have support.
- Tracy Futbol Club (TFC) is in default with their lease and has no plans to build any fields. At this time, we do have other options such as bringing in another league and Letters of Interest have gone out to other leagues.
- El Pescadero Park parking lot – the striping is not in this year's budget but staff will look into it for next year's budget.
- Joe Wilson Pool – staff spoke to the Project Manager and he mentioned that there will be two public workshops tentatively scheduled sometime between September and November of this year. The date will be shared with the Commission once a date is established.
- Facility Use Report June 2014 – For the month of June there are a total of 2,120 hours.
 - Staff reported that the revenue for June was \$20,592 compared to last year at \$22,724 which is a decrease of \$2,132 due to allowing Tracy Babe Ruth the use of the Sports Complex.

d. Director Report

- i. Project Update – this fiscal year, we received a full-time position to manage and administer the LMD contract and will be assessing what has to be done to have a solid long-term agreement. Another part of the position will be to educate the public on the difference between funded and underfunded zones and what that service looks like.

Commissioner Jayne asked if someone from the City was managing and overseeing the LMD contractors in the past. Staff said that it has been fragmented over the years and we now see that we need someone from Public Works fully focused in this area.

9. ITEMS FROM THE COMMISSION:

- Commissioner Jimenez thanked the Commission for allowing her to continue to serve as the liaison for the Parks Foundation. This is the last month that the Foundation is managing the beverage booth at the Downtown Plaza during the music events, however, the Foundation did earn funds at the Fourth of July Fireworks booth and they are looking into new projects at this time. Commissioner Jimenez asked for ideas from the Commission on recommendations that she can take to the Foundation. Commissioner Jayne suggested a Small Dog Park on the south end of Tracy. Staff said that Hoyt Park did receive the CIP funds for this year for the playground.
- Commissioner Saltzman said she was looking through the activities on the recreation programs for the summer and she is impressed; however, she had a couple of people bring up chess lessons to her. A couple of years ago Monte Vista Middle School and Southwest Park along with several staff members offered chess lessons. This would be great to hold at the Senior Center for middle school, high school, and

adults during the winter. Staff said that was a good idea and years ago the Youth Advisory Commission had partnered with Dr. Franco in hosting the Chess Club at Monte Vista.

Staff will follow-up and report back to the Commission with the findings.

- Commissioner Birk asked how many National Night Out participants attended. Staff said there was approximately 22 block parties but did not know the total number of participants.

David will follow-up with the Police Department and report back to the Commission.

- Commissioner Johnson thanked the Commission for allowing her the privilege of representing the Commission at the Ribbon Cutting Ceremonies at the two Fire Stations on Tuesday. Also, she will be addressing the Golden Agers on behalf of the Commission on Tuesday, August 12th.
- Commissioner Jayne asked what is the City doing about the parking along Bessie at the Tracy Ball Park. Staff said there is a conceptual plan for the renovation and one of the options is to have diagonal parking along Bessie. Another option is to convert the southern corner behind the Legion Hall into an off street parking lot. The old Mix building will be torn down and could potentially be converted into a parking lot. Staff said that the renters are aware of the parking situation and have sent out mass emails to parents to respect the agreement with the Legion Hall and the Save Mart parking lot across the street.

Staff will send out a reminder to both leagues who rent the fields.

- Commissioner Saltzman lives in the area of the Tracy Ball Park and she is concerned about the garbage going down the street after a game as well as the traffic. She asked if the police could drive around and monitor the traffic in the area.

Staff is working together to add more trash receptacles out in the fields. Also, the police will be asked to monitor the area.

- Commissioner Gouveia asked if the City would add a booth for City employees at the Taste of the Valley Art & Food Festival. Staff said it is difficult to get volunteers to man the booth and people who come from out of town do not have much interest in the City booth. However, we do make available some of the catalogs and City items at the Grand Theatre and the Chamber.

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

11. **ADJOURNMENT:**

- a. **Motion to Adjourn:** Commissioner Jayne
- b. **Second:** Commissioner Saltzman
- c. **Vote:** Approved by unanimous vote
- d. **Time:** 8:15 p.m.