

**PARKS & COMMUNITY SERVICES COMMISSION
REGULAR MEETING MINUTES
February 5, 2015**

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

2. **ROLL CALL**

- a. Present: Chair Gouveia; Commissioner Birk; Commissioner Douglas; Commissioner Jayne; Vice Chair Johnson; Commissioner Jimenez; Commissioner Saltzman
- b. Absent: None
- c. Staff Present: David Ferguson, Director of Public Works; Brian MacDonald, Management Analyst II; Vanessa Carrera, Management Analyst II; Barbara Harb, Management Analyst I
- d. Recorded By: Stephanie Garcia, Executive Assistant

DEVIATION IN AGENDA Chair Gouveia welcomed Commissioner Douglas to the Commission. Commissioner Douglas said that she is excited to be involved in the community and the Commission.

3. **ITEMS FROM THE AUDIENCE** – None

4. **APPROVAL OF MINUTES FROM THE REGULAR MEETING ON DECEMBER 4, 2015**

- a. Motion: Commissioner Jimenez
- b. Second: Commissioner Saltzman
- c. Abstain: None
- d. Vote: Passed by unanimous vote

APPROVAL OF MINUTES FROM JANUARY 12, 2015 SPECIAL MEETING, WILL BE MOVED TO THE MARCH 5, 2015 COMMISSION MEETING.

5. **PRESENTATION**

a. **Receive Presentation on the Monument Established and Placement Requirements for Public Parks, Public Right of Way and Public Buildings Policy**

Brian MacDonald provided an overview on the policy and guidelines on memorials and donated monuments and placement requirements for public parks, public right of way and public buildings. Brian will provide hard copies of the policy to the Commission.

Pete Mitracos asked what's the process establishing this policy. Is this policy in place? Staff said this is an internal procedure for Public Works to review and to set the design guidelines for the monuments based on internal recommendations from engineering and the Public Works department. Staff said that this is an internal policy in place now.

6. OLD BUSINESS

a. Parks and Community Services Commission Goals

1. Update from Subcommittee

- a. **Support Efficient Policies** – Commissioner Jimenez and Chair Gouveia received the list from staff of the 20 various leagues in the city. They'll be establishing a list of questions to ask them in order for the survey to be complete. The leagues will be asked the same questions in order to get the same response and collect the data and report back with the results. Chair Gouveia has contacted a couple of leagues.

The completion date on 1.1.A.4 Redevelop community MOU policies and procedures will be changed to ongoing.

- b. **Community Involvement** – Vice Chair Johnson reported that their focus at this time is on 2.1.C.1 Increase Commission visibility in the senior community. The subcommittee is reaching outside of the Lolly Hansen Senior population per the suggestion of former Mayor Ives. They currently have three meetings in the works and their goal is to have six meetings in the next six months. They're working with the Widowed Persons of Tracy that has 25 seniors and trying to get on the agenda of two church groups that have large senior memberships. She said it's about the feedback on what the city can do better to meet the needs of the community.

Audience member Kathy Bergthold, Tracy Senior Association, asked what number will they be reaching out to and are they asking the same questions to each group. The TSA is trying to get to low income residents. Vice Chair Johnson stated that staff can quantify that and they do have the demographics of the senior population and the participation at the Lolly Hansen Center. They do have estimates of the number of the groups that they are going to be reaching. They are asking different questions depending on the groups to omit redundancy. Kathy said that the TSA is reaching out to low income to keep them safe and to help them stay in their own homes. Vice Chair Johnson said that City staff does attend the TSA meetings and are working together.

- c. **Park, Facility, and Sports Field Safety** – 3.1.A. Develop safety strategies for various parks. Commissioner Jayne and Commissioner Birk are waiting on a meeting with staff to get the pilot camera program going. The first step for park safety is cameras in the park.

Brian asked if Commissioner Douglas would like to join a subcommittee. Commissioner Douglas volunteered to join the Support Efficient Policies subcommittee.

7. NEW BUSINESS

- a. **Review Proposal for Installation of Perimeter Fence around Lammersville Schoolhouse at Clyde Bland Park** – Brian gave the report and said that the City has invested well over \$100,000 in repairs to the schoolhouse. Public Works, P.D. and Engineering staff met and came up with three options in preserving and protecting the schoolhouse from future vandalism. One of the options discussed in a previous Parks Commission meeting was to implement a security camera program at this facility and it's still on the table. Also discussed was increasing the lighting in the area, and installing a perimeter fence.

A few comments from the Commission included were: 1) Aesthetically the fence does not fit into the parks scheme 2) Reposition the school so that the front door faces the street due to a lot of activity going on in the blind side area 3) cameras are a better idea and how will the motion sensitive lighting impact the residents close by.

Staff said the light being installed is light sensitive. The building to the north is the apartment complex and the east has a sound wall; staff will note this concern in the installation of the lights.

Commissioner Jayne made a recommendation of using the cameras that were purchased by the Parks Departments to be used at the schoolhouse until the permanent lighting is installed. Staff said the police departments considered using a camera system that they could network to their system for reinforcement. The warning cameras could be used as a deterrent but not as reinforcement. Staff will use the warning cameras as a fallback if the funding is not available for the full security system. The estimated one time cost for the security system is \$40,000 - \$50,000.

Audience member Sue Berstowski who teaches at Lammersville School said that her concern is that the children will feel like they are in jail. She said that the fence doesn't look decorative to her and feels that the fence will not provide much protection. She is in favor of putting the \$20,000 into the cameras.

Betty Galli said the motion detector lights and the cameras should be installed at the same time. If the police department comes down the street and sees the lights glaring then they will know something is up. If they don't see any lights then everything is peaceful. She said the fence idea is absurd; the fence around the whole building will look like a prison and moving the building should take some consideration otherwise there is no other alternative than the lights and cameras.

Commissioner Jimenez recommends that additional motion lighting be installed along with the previously purchased cameras to be used as a pilot program to see if it helps before the money is spent.

Chair Gouveia recommended permanent lighting be installed along with the cameras. He said as an educator that the feel of a fenced school could feel like you're walking into a gauntlet of wire.

Vice Chair Johnson asked if the trees between the apartments and the schoolhouse that provide cover for individuals can be trimmed from the ground up about 12 feet for the purpose of security reasons. Staff will relay the information to the Parks Superintendent.

Larry Gamino, President of West Side Pioneer, said that the preferred location of the schoolhouse is in the heart of downtown, a historic district, such as 6th, 7th, or C Street. He said when the children of Lammersville Schoolhouse were temporarily located to the Tracy Transit Station the teachers said the history came to life for the 3rd grade students. The relocation would provide increased security with more visibility to prevent vandalism.

Kathy Bergthold said that motion sensor lighting should be in place rather than permanent lighting at night which may bring complaints from the neighboring residents. Also, placing four security cameras on each corner of the house would ensure full coverage.

Brian said that he will share this input with the Public Works Department and take these concerns into account.

- b. **Review Proposal to install Ellis Historical Marker at Joan Sparks Park** – Brian provided a background to the Commission and asked for their recommendations.

Pete Mitracos, West Side Pioneer Landmark Committee, said the marker itself marks Ellis, which was the original railroad settlement in Tracy and was one of the last Trans Continental Railroads. Mr. Mitracos is also involved in the downtown association and the idea to brand the downtown area is by showing the significant of the historic side by putting plaques up on buildings or sidewalks that would give people the sense of history and add some flavor. The cost is relatively inexpensive.

Larry Gamino, West Side Pioneers Association, said Tracy has gone through some dramatic changes and it's critical that we preserve as much history as we can of the local downtown. Tracy is approaching 100,000 in population and if we don't salvage and claim what we can of our heritage then we may regret it.

- c. **Approve CDBG Subcommittee Recommendations to City Council Regarding the Allocation of Community Development Block Grant (CDBG) Funds and Home Funds for Fiscal Year 2015-2016**

Vanessa Carrera thanked Commissioner Saltzman and Commissioner Jayne who volunteered their services to review and make final recommendations for the CDBG applications.

Commissioner Saltzman said that the subcommittee saw the amount of money that they were able to work with and what the organizations wanted was greater than the allotted amount. She said in many ways it was hard to make the decisions that were made and that's were a lot of the figures came from.

Commissioner Jayne said that the Mobile Farmer's Market and the Meals on Wheels programs received what they asked for. He said that during the funding process the

numbers were off by \$2,000 and Tracy Interfaith organization volunteered to deduct \$2,000 from their requested funding.

CDBG FUNDS – Public Services Category (15% Cap): \$68,661

<u>Organization Name</u>	<u>Applicant Requested</u>	<u>Subcommittee Recommended</u>	<u>Commission Recommended</u>
Emergency Food Bank	\$ 2,000	\$ 2,000	\$ 2,000
HSA: Aging & Community Services	\$ 9,000	\$ 9,000	\$ 9,000
McHenry House	\$ 25,000	\$10,000	\$ 5,000
Second Harvest Food Bank	\$ 10,000	\$ 5,000	\$ 4,000
Tracy Interfaith Ministries	\$ 15,000	\$13,661	\$13,661
Tracy Boys & Girls Club	\$ 15,000	\$ 5,000	\$ 4,000
Tracy Volunteer Caregivers	\$ 8,090	\$ 4,000	\$ 3,000
VBR Foster Family Agency	\$ 10,000	\$ 5,000	\$ 3,272
Women’s Center	\$ 10,000	\$ 5,000	\$ 4,000
UNeed2	\$ 43,560	\$ 0.00	\$10,500
*San Joaquin Fair Housing	\$ 10,228	\$10,000**	\$10,228
TOTAL AMOUNTS:	\$157,878	\$68,661	\$68,661

*Per HUD Regulations the San Joaquin Fair Housing estimated allocation is \$10,228 per the contract.

**Administrative error

Commissioner Johnson made a motion to deduct \$228 from the award of \$5,000 from VBR. Commissioner Jayne seconded the motion and passed by unanimous vote.

CDBG FUNDS – Public Facilities / Economic Development Category: \$389,085

<u>Organization Name</u>	<u>Applicant Requested</u>	<u>Subcommittee Recommended</u>	<u>Commission Recommended</u>
COT	\$100,000	\$100,000	\$100,000
Tracy Boys & Girls Club	\$220,964	\$136,085	\$157,585
McHenry House	\$ 80,456	\$ 50,000	\$ 71,500
Small Business Development Center	\$ 10,000	\$ 10,000	\$ 10,000
Coalition of Tracy	\$ 68,880	\$ 50,000	\$ 50,000
UNeed2, Inc.	\$ 43,560	\$ 43,000	\$ 0.00
TOTAL AMOUNTS:	\$523,860	\$389,085	\$389,085

HOME FUNDS: \$103,612 FOR FY2015-16

<u>Organization Name</u>	<u>Applicant Requested</u>	<u>Subcommittee Recommended</u>	<u>Commission Recommended</u>
City of Tracy			
Loan Down Payment Assistance Program	\$103,612	\$103,612	\$103,612
TOTAL AMOUNTS:	\$103,612	\$103,612	\$103,612

Commissioner Jayne made a motion to an alternative option 1) should UNeed2 be ineligible from Public Facilities & Economic Development Category they will receive

\$10,500 from the Public Services Category and 2) UNeed2 would allocate the funding recommendation of \$43,000 to the Tracy Boys and Girls Club of \$21,500 and to McHenry House of \$21,500, should UNeed2 be eligible then they would keep the recommended funding of \$43,000.

Commissioner Jayne made a motion to accept the Home Funds for the City of Tracy Loan Down Payment Assistance Program. Commissioner Jimenez seconded the motion and passed by unanimous vote.

8. ITEM FROM STAFF

a. Recreation Division Report – No report at this time

1. Upcoming Events and Programs

b. **Public Works Parks Maintenance Division Report** – Brian spoke on behalf of Don Scholl. The tree pruning cycles are continuing with the General Fund and Landscape Maintenance District areas. XL Landscape is progressing with work orders on routine schedules and clean-up. Don is working with the contractor on the completion of the restrooms at McDonald Park. The restroom at El Pescadero Park is complete and will remain locked through February. As of February 1st the fields are now open at the Tracy Sports Complex for the spring baseball and softball season. An infield groomer has been purchased for the fields and some fields are being worked on at this time.

c. **Community Facilities Report** – Brian gave the report and said that baseball, softball, and soccer are in full swing and there has been a very high demand for fields. A Lacrosse league has approached the Community Facilities Division looking for fields for their tournament. CFD has been working with the Parks Division for other options due to the impact Lacrosse has on fields compared to soccer.

The Facility Use Report is in the packet. The community center is busy with crab feeds.

d. Director Report

1. **Projects Update** – David Ferguson said that on March 3rd at 5:00 p.m., Council Chambers, a workshop will be held on the status on Legacy Fields. Staff will send out a reminder to the Commission.

9. ITEMS FROM THE COMMISSION

- Vice Chair Johnson gave an invitation to the West Side Pioneers Association Historical seminar series on Wednesday, February 18th, 7:00 p.m., 1141 Adam Street, the topic is on a California Gold Rush Woman, time period is from 1851 – 1852.
- Commissioner Jayne asked about raising money for leagues at Legacy Fields. Staff said that will be discussed and will have an update to the Commission at the next meeting. He also asked if the City asked the homeless to move from Dr. Powers Park. Staff will schedule a meeting with the police department and the subcommittee.
- Commissioner Jimenez thanked the CDBG subcommittee for their outstanding work in viewing grants and making recommendations. She also thanked public works for McDonald Park. It looks beautiful with the new bathrooms and the awning; it's going to be a showcase!
- Chair Gouveia thanked the audience for attending the meeting and thanked the Commissioners. He said let's keep moving forward with the work and challenges in the

City.

10. **ITEMS FROM THE AUDIENCE** – Larry Gamino said that he took pictures of the Steam Locomotive 12 at Dr. Powers Park. He emailed pictures of the engine and emailed them to the California State Museum. He was told that the engine can be preserved by covering the smoke stack. The wheels are corroded by the asbestos and exposed to the elements. He said that if there is any possibility of moving the train in the future then it needs to be preserved now. Staff invited Larry to attend the CIP workshop coming up in April.

11. **ADJUORNMENT**

- a. Motion: Commissioner Jayne
- b. Second: Commissioner Birk
- c. Vote:
- d. Time: 9:10 p.m.