

**PARKS & COMMUNITY SERVICES COMMISSION**  
**REGULAR MEETING MINUTES**  
**June 4, 2015**

1. **CALL TO ORDER:** Chair Gouveia called the meeting to order at 7:01 p.m.
2. **ROLL CALL:**
  - a. Present: Chair Gouveia; Vice Chair Johnson; Commissioner Birk; Douglas, Saltzman; Commissioner Jimenez joined the meeting at 7:02 p.m.
  - b. Absent: Commissioner Jayne
  - c. Staff Present: Brian MacDonald, Management Analyst II; Christine Mabry, Management Analyst I
  - d. Recorded By: Stephanie Garcia, Executive Assistant
3. **ITEMS FROM THE AUDIENCE:** None
4. **APPROVAL OF MINUTES FROM THE REGULAR MEETING ON MAY 7, 2015:**
  - a. Motion: Commissioner Douglas
  - b. Second: Vice Chair Johnson
  - c. Abstain:
  - d. Vote: Passed by unanimous vote
5. **PRESENTATIONS:**
  - a. Introduction of new Management Analyst I, Community Facilities – Brian MacDonald introduced Christine Mabry who brings the City close to 20 years of experience.
6. **OLD BUSINESS:**
  - a. **Parks and Community Services Commission Goals**
    1. Update from Subcommittee
      - a. **Support Efficient Policies** – None at this time.
      - b. **Community Involvement** – On May 13<sup>th</sup> the subcommittee met with seniors regarding community conversations. One meeting was held in the morning and one in the afternoon. The event was a success.
      - c. **Park, Facility, and Sports Field Safety** – None at this time.
7. **NEW BUSINESS:**
  - a. **Election of Parks Commission Chair and Vice Chair** – Brian said that the term of this election is from July 1 to June 30. Commissioner Jimenez nominated Vice Chair Johnson and Commissioner Douglas seconded the motion and passed by unanimous vote. Vice Chair Johnson nominated Commissioner Douglas and Commissioner Jimenez seconded the motion and passed by unanimous vote.
8. **ITEMS FROM STAFF:**
  - a. Recreation Division Report: Report is in the packet.
    1. **Upcoming Events and Programs** – Ribbon Cutting at MacDonald Park, Tuesday, June 16, 4:00 p.m.
  - b. Public Works Parks Maintenance Division Report: Brian spoke on behalf of Don Scholl and said that some LMD zones have weeds that need to be picked up and cleared in some areas. XL Landscape is in the process of addressing the problem areas. A specific area is Schulte and Corral Hollow Road.

Commission Jimenez and Birk said that Thrasher Park, the grass area, looks like hay. There are also several trees along the sidewalk leading up to Lammersville Schoolhouse that are dead.

Brian will advise Don and his maintenance staff if they are not aware of this issues already.

In regards to water features, ponds and fountains, there will be signs in place to educate the public that the water conservation is in affect and to comply with the State Water Board regulations they will need to be shut off until the drought is alleviated.

- c. Community Facilities Report – Brian gave an update on Legacy Fields. The tentative schedule for opening bids is in August and the award of contract will be sometime in September. One of the goals is to have the baseball field ready for baseball season in March and the other goal is to have the soccer field ready for soccer season in July or August. He said that during the special meeting on Monday, Council gave staff direction to pursue terminating the existing agreements with the leagues and renegotiating new use agreements with Tracy Little League, Tracy Babe Ruth, and Tracy Youth Soccer League. The updates will be available to Council in September.
- d. Director Report – None at this time.

**9. ITEMS FROM THE COMMISSION:**

- Commissioner Douglas said that she participated in the interview panel for the Youth Advisory Commission interviews and met some nice young people. She said that there weren't enough variances from the schools and that they will be looking at reopening the application process.
- Vice Chair Johnson said that the Lammersville School program has ended for the school year and to advise staff that the services for sanitation for the restrooms in the building is no longer needed at this time. An email will be sent to Brian with specifics on the time frame.
- Commissioner Saltzman said that there will be continued meetings with seniors on some issues in July.
- Commissioner Jimenez thanked Vice Chair Johnson for bringing the Lammersville Open House to their attention and thanked her for her dedication. She said that a sign with a directional arrow is needed for the ADA ramp at Lammersville School House. Visitors with disabilities don't know a ramp is available to them due to the positioning of the ramp. She congratulated Vice Chair Johnson and Commissioner Douglas for their new appointments to the Commission and thanked Brian for his help to the Commission.
- Commissioner Gouveia thanked the Commission for their support, comments, and advice over the last year. He enjoyed being the chair person although there were some conflicts in the sense of his timing being on the school board. He also congratulated the new officers.

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

**11. ADJOURNMENT:**

- a. Motion: Commissioner Birk
- b. Second: Commissioner Saltzman
- c. Vote: Unanimous
- d. Time: 7:27 p.m.