

# NOTICE OF REGULAR MEETING

Pursuant to Section 54954.2 of the Government Code of the State of California, a Regular meeting of the **PARKS AND COMMUNITY SERVICES COMMISSION** is hereby called for:

**Date/Time:** Thursday, November 5, 2015, 7:00 p.m.  
(or as soon thereafter as possible)

**Location:** City Hall Council Chambers  
333 Civic Center Plaza, Tracy

Government Code Section 54954.3 states that every public meeting shall provide an opportunity for the public to address the Commission on any item, before or during consideration of the item, however, no action shall be taken on any item not on the agenda.

## **MEETING AGENDA**

1. Call to Order
2. Roll Call
3. Items from the Audience – *In accordance with Procedures for Preparation, Posting and Distribution of Agendas and the Conduct of Public Meetings, adopted by Resolution 2015-052, any item not on the agenda brought up by the public at a meeting, shall be automatically referred to staff. If staff is not able to resolve the matter satisfactorily, the member of the public may request a Commission Member to sponsor the item for discussion at a future meeting.*
4. Approval of Minutes: Regular Meeting – October 1, 2015
5. Old Business
  - a. Parks and Community Services Commission Goals
    1. Update from sub-committees
6. Items from Staff
  - a. Recreation Division Report
    1. Upcoming Events and Programs
  - b. Public Works Parks Maintenance Division Report
  - c. Community Facilities Report
    1. Sports Field Handbook Update
  - d. Director Report
    1. Projects Update
7. Items from the Commission
8. Items from the Audience
9. Adjournment to next meeting in December 3, 2015

**POSTED: October 29, 2015**

The City of Tracy complies with the Americans with Disabilities Act and makes all reasonable accommodations for the disabled to participate in public meetings. Persons requiring assistance or auxiliary aids in order to participate should call City Hall at (209) 831-6000 at least 24 hours prior to the meeting.

Any materials distributed to the majority of the Parks and Community Services Commission regarding any item on this agenda will be made available for public inspection in the Parks and Community Services Department located at 333 Civic Center Plaza, Tracy, during normal business hours.

**PARKS & COMMUNITY SERVICES COMMISSION**  
**REGULAR MEETING MINUTES**  
**October 1, 2015**

1. **CALL TO ORDER:** Chair Johnson called the meeting to order at 7:00 p.m.
2. **ROLL CALL:**
  - a. Present: Chair Johnson; Commissioner Douglas; Gouveia; Jayne; Saltzman
  - b. Absent: Commissioner Birk; Commissioner Jimenez
  - c. Staff Present: Christine Mabry, MA I; Brian MacDonald, MA II; Don Scholl, P.W. Superintendent
  - d. Recorded By: Stephanie Garcia, Executive Assistant

Commissioner Gouveia asked for a moment of silence for the tragedy that took place at Umpqua Community College in Roseburg, Oregon.

3. **ITEMS FROM THE AUDIENCE:** None
4. **APPROVAL OF MINUTES FROM THE REGULAR MEETING ON SEPTEMBER 3, 2015:**
  - a. Motion: Commissioner Gouveia
  - b. Second: Commissioner Jayne
  - c. Abstain:
  - d. Vote: Passed by unanimous vote
5. **OLD BUSINESS:**
  - a. **Parks and Community Services Commission Goals**
    - i. Update from Subcommittee
      - a. **Support Efficient Policies** – None at this time
      - b. **Community Involvement** – None at this time
      - c. **Park, Facility, and Sports Field Safety** – None at this time

DEVIATION

6. **NEW BUSINESS:**
  - a. **Review Proposal to install a Bench in Honor of the Late Arnold Barton on the Corner of 6<sup>th</sup> Street and Central Avenue** – Brian gave the report and said Mr. Barton was a daily fixture on the corner of 6<sup>th</sup> Street and Central Avenue. Staff has met with the family to discuss the design and specifications of the proposed bench that meets City standards. The family has agreed to maintain the bench, plate, and the bench area. The brass plate is cost prohibitive so a plate is being proposed that will be flush with back rest of the bench and will be typical of what you see on a trophy. However, the family is working with Craig Saalwaechter who is a family friend to help raise funds for the bench and plate. Mike Contreras said that the location of the bench is in the southwest corner of 6<sup>th</sup> Street and Central Avenue and the existing sidewalk from face of curb is 19 feet 8 inches and meets all requirements for ADA Compliance. Anthony Barton, Arnold's son, said that his father gave people encouragement and left a positive message to all he ran into and wants people to know what he did and what he was about. Deauna (Dee) Cawley spoke on how she faced tragic incidents in her life in a short span. She shared that she has continued Mr. Barton's ministry because he touched her life. John Davis is a resident of Tracy who he took care of Mr. Barton before his final days and had a chance to connect with him and said that he is woven into the Tracy fabric. Mr. Barton deserves a memorial in honor of his remembrance. He also has seen a plaque that has been cemented close to a tree at Dr. Powers Park and thought that could be incorporated as an idea. Hank McCory volunteered his time to maintain the bench at 6<sup>th</sup> and Central.

Commissioner Gouveia made a motion for the Proposal to Install a Bench in Honor of the Late Arnold Barton on the Corner of 6<sup>th</sup> Street and Central Avenue. Commissioner Douglas seconded the motion and passed by unanimous vote.

**7. ITEMS FROM STAFF:**

a. Recreation Division Report:

i. **Upcoming Events and Programs** – Jolene said that the senior center is gearing up for their holiday events and programming. Jolene will be meeting with the subcommittee to have a check-in meeting on the Senior Update for the fall. The report will have upcoming goals from the past 18 months and where they're at today.

**Special Events** – The last Block Party concluded on August 28. This event was a success with approximately 800 community members in attendance. The first Blues Brews and BBQ event was a hit with approximately 1,500 community members in attendance. There were several contests which consisted of 11 Brews and 7 BBQ's. A survey was distributed amongst the participants and found that they loved it. The event will be brought back next year and will be expanded.

b. Public Works Parks Maintenance Division Report: Don said that he and Brian have been meeting with the Tracy Tree Foundation (TTF) in order to get a program together to support the urban forestry program. The Foundation has filed for their 501(c)3 and is working through the process for a Cal grant. On November 3<sup>rd</sup> Council meeting, a Proclamation will be presented for Arbor Day that will designate November 14<sup>th</sup> as the first Arbor Day in Tracy. Don invited the Commissioners for Arbor Day on November 14<sup>th</sup> from 9:00am – noon. More details will follow as the date gets closer.

XL Landscape is trying to get caught up in the Landscape Maintenance District (LMD). There has been improvement on the west side of Corral Hollow and they will also focus on the channelways to prep for the anticipated storm season. Mike Contreras oversees the Landscape Maintenance District and his crews have helped out tremendously with the irrigation and amenities. His streets crew is working on the mulch project and has laid out hundreds of yards of mulch in areas such as Grant Line Road, Eleventh Street, Schulte Road, and Valpico. Don said that they are making good progress.

Commissioner Jayne asked what the purpose of the Tracy Tree Foundation is. Don said that they are forming a non-profit to support the preservation and the growth of our urban forest program and the urban forest throughout the Tracy area through primarily planting and outreach to the public and working with the City to develop grant applications for funding. He also asked if this Foundation would replace City trees that are cut down in front of some houses, will the funds be to replace the trees.

Don said that if the City tree is removed without a permit then they are in violation of the Tracy Municipal Code. However, there is a process to petition to have a tree removed by staff going out and see if it is warranted by 1) safety of the tree 2) any conflicts with utilities and 3) lifting of sidewalks. Also, there are other factors to consider such as the age and species of the tree and what is the history of the tree. One of the benefits that the Tracy Tree Foundation would provide is that by reducing City expenditures on tree replanting, those funds might then be able to be redirected to our tree trimming program.

Commissioner Jayne asked if the neighborhood trees are cut down in the underfunded areas will they be replaced. Don said that if they call Public Works whether it's General Fund or LMD then the crews would go out to the site to see if it's appropriate for a tree replacement and if the

funding is available. This is where the Tree Foundation would step in if it were an underfunded LMD zone, then it might be an opportunity for the funding to come from the Foundation to go back and replant. The planting cycle typically starts at the end of October to the beginning of November and carries on through March.

Commissioner Jayne asked if there has been an analysis completed on the costs on all the LMD underfunded and the funded zones up to the standard in Tracy. Don said, pertaining to reservations, not at this time but one of the tasks for Brian is to focus on LMD funding in the next year. Brian said it will take the property owners to initiate the process and come to a vote and that staff cannot initiate the process but can inform the resident's weather or not the funds are available for service level A, B, or C.

Brian said that if there was a savings then we could propose a CIP to use for the LMD underfunded zones that may be able to be used as a one-time use. However, the ongoing operations and maintenance is where we are short in those areas. Don noted that it would be a policy decision to spend General Fund money in underfunded areas but that is not something staff is likely to recommend.

Commissioner Saltzman asked about the roles of the TTF and Don said that the Foundation has their paperwork in for the non-profit status and there have been some issues. There is about 7 – 10 people who are voting members on the board and they are working through some things such as the Bylaws. Essentially they are partnering with the City and potentially with the Tracy Unified School District at some point.

c. Community Facilities Report – Christine gave an update on the following:

- The Facility Attendant position has been filled by Heather Albright who starts at the end of the month.
- Laura Borjon has accepted the Executive Assistant position to the Administrative Services Director, which will begin when the interim Box Office Coordinator duties are complete.
- A Request to Hire to fill Laura's position as the Administrative Assistant has been submitted for approval and the plan is to offer as an internal transfer opportunity first then go to the list established in April, if necessary.
- Customers may now pay by check through their Active online account as of September 15 at the [tracyartsandrec.com](http://tracyartsandrec.com) for reservations or recreation activities.
- The MOU user groups met with staff on September 21 to gather feedback and initiate conversation regarding fee waivers in the future.
- Staff is proposing to the MOU user groups an annual special event application process which is similar to the annual sports field allocation process.
- The kick-off sports field allocation process began with user groups on September 28.
- The revisions have been made to the Sports Fields Handbook and the two particular items that the Commission requested has been clarified 1) at the Sports Complex, the concessionaire provides the food and no other food allowed and 2) the measures for adherence to policy, staff called other cities and there was no one who had a similar handbook. There was verbiage added to clarify progressive steps.
- The Tracy Sports Complex fencing project did not receive any bids by Bid Opening date and the City Attorney's office confirmed that staff can use an informal bid process.
- There is a plan in place to re-open the Concession Stand at the Tracy Sports Complex due to an electrical fire. At this time, the concessionaire has the opportunity to provide concessions outside the building until re-opening on a weekly basis. He has declined and staff has allowed food from the teams to be brought in.

b. Director Report: Brian gave an update on Legacy Fields on behalf of David Ferguson.

- There were four bids that came in and two came in under the City's budget.

- Baseball fields have a completion date of April 2016 and the soccer fields in July 2016. Brian invited the Commissioners to attend the Council meeting or watch the meeting on Channel 26 on October 6 to hear the Award of the Contract.
- Don said that the Joe Wilson Pool construction work will begin next week.
- The aquatic design regarding the 50 meter pool the consultant has meet with staff and plan on having outreach community meetings with the various swim groups.
- The recruitment for the Parks and Community Services Director position has closed and the City Managers plan is to have it approved by the end of the month.

Commissioner Gouveia asked if there would be funds for permanent restrooms since the Legacy Fields bids came in under budget. Brian said that there were not funds for that since they have to make room for contingencies. Staff is also recommending that there is a budget for inspections. Don clarified that the base bid came in under budget and that staff is recommending that there be safety netting added to the project which came in at \$27,000.

Chair Johnson agreed with Commissioner Gouveia on the flushed toilets. She said that she finds it appalling that we are calling Legacy Fields a first class facility and using third class sanitation. She also asked if the fields were grass or artificial turf and staff said that they are grass.

Chair Johnson said that back in the 90's, trees were used for shade at Joe Wilson Pool and were very effective but now the trees are gone and the artificial shade structures are now there, is there any chance we can use trees for shade at the pool. Don said that there may be an opportunity from the TTF or the General Fund Parks Tree budget to plant some trees in time.

#### **8. ITEMS FROM THE COMMISSION:**

- Commissioner Gouveia said that last Friday there were 470 fifth graders who participated for the first time in the Science Technology Engineering Mathematics (STEM) program which was a collaboration of Stockton Unified School District, UOP, Delta College, and Reaching for the Stars Foundation. He said that there is a brain movement in this area but when the youth get educated they tend to leave the City. Commissioner Gouveia said that he had a great time and there are some other things coming about with the youth of Tracy.
- Chair Johnson reported the following on behalf of Commissioner Jimenez: Commissioner Jimenez represents the Parks and Community Services Commission at the Tracy Friends for Parks Recreation and Community Services Foundation (TFPRCSF, Parks Foundation). She said that as of September 28, 2015, the Parks Foundation has \$1,166 in their Joe Wilson account and that these are restricted funds to provide for swim lessons for children who are Tracy residents and are designated low-income and unable to pay for swim lessons. The Parks Foundation is inviting a City staff representative to attend their next scheduled meeting on October 26, 2015, Office of Dan Schack, 1025 Central Avenue, 6pm. They would like an update regarding the City's 2016 Aquatic Program and if there's a need for the TFPRCSF Board of Directors to discuss the possibility of expending funds from their Joe Wilson account in 2016.

#### **9. ITEMS FROM THE AUDIENCE: None**

#### **10. ADJOURNMENT:**

- a. Motion: Commissioner Saltzman
- b. Second: Commissioner Jayne
- c. Vote:
- d. Time: 8:07 p.m.

**CITY OF TRACY  
PARKS AND COMMUNITY SERVICES COMMISSION MEETING  
November 5, 2015**

**AGENDA ITEM 6.a**

**RECREATION DIVISION UPDATE**

**ATHLETICS**

***By Jolene Jauregui***

**Softball Leagues:** The Tracy Adult Softball League men's division will conclude on October 30 and the coed division will conclude on November 9. The first pitch for the winter/spring season is scheduled on Monday, February 22, 2016 with the Monday night Coed division.



**Youth Hoops:** The City of Tracy Recreation Division in partnership with the Junior Warriors is hosting the Youth Hoops Basketball program open to participants' grades 3rd through 8th. A Skills Assessment was conducted on October 17 for all participants at Kimball High School. Currently there are 193 youth enrolled. Practices will begin the week of November 2 and the first game will be held on December 2.



**SENIORS**

***By Jolene Jauregui***

For the month of September there were approximately 2,903 repeat seniors that attended the Senior Center. Each week the Senior Center welcomes new participants into our programs. We had 18 new seniors visit and tour the center for the month of September.

In the month of September, the Senior Fitness programs had 1,097 repeat participants. A variety of fitness classes are offered Monday thru Friday. Each class has very little to no impact on the body and is adaptable to every fitness level.

Throughout the month of September, the Senior Center served 357 hot lunches with an additional 21 seniors joining with their own lunches in the multi-purpose room. In addition, Meals on Wheels delivered 820 meals to homebound seniors in Tracy. Meals are delivered every Tuesday for a 7 day supply.

Highlights for October:

- Senior Tuesday continues to impact a steady group of seniors. 8 seniors enjoyed Pottery Painting, Gallery Talks and special Halloween Crafts.
- On October 7, seniors attended a presentation by Home Care Assistance. The seniors learned information regarding the signs and systems of a stroke.
- On October 27, in partnership with the Senior Center, the University of Pacific School of Pharmacy and Health Services hosted a Health Fair for seniors and other Medicare Beneficiaries. There were 54 seniors registered who took part in numerous health screenings and testing including but not limited to; blood pressure testing, cholesterol testing, fall risk assessments and memory decline screenings. Participants were also offered a free evaluation of their Medicare Part D plan and a comprehensive review of all medications with a scheduled appointment.

Staff has been promoting upcoming events and programs that the Senior Center will be offering this fall. Events include:

- Halloween Bash: On October 30, seniors are encouraged to dress up in costumes, and dance to Halloween music and enjoy spooky Halloween treats. Prizes will be given to the best dressed participants.
- Holiday Boutique: On November 7, seniors and members of the public will have the opportunity to purchase handcrafted Arts and Crafts in time for the holidays. Special holiday themed items such as aprons and scarves will be available for purchase.
- Senior Trip to Apple Hill: On November 4, 56 seniors will visit Apple Hill. Seniors will enjoy a full BBQ Chicken lunch and a hay ride amongst the beautiful mountain air and scenic views. They will also visit Larsen Apple Barn and tour the Larsen Family Museum.
- Lunch & a Movie: Seniors will enjoy a special holiday themed movie, lunch and popcorn with friends and loved ones. The event will take place on November 17 in the Grand Theatre Center for the Arts main lobby.
- Holiday Spectacular: On December 2, seniors will look forward to enjoying live holiday themed performances, while they indulge in sweet treats and sipping hot chocolate.
- Black & White Ball: On December 14 the Senior Center will be transformed into a Black and White "Winter Wonderland" where those in attendance will enjoy a formal sit down dinner in the company of friends. Seniors will grab their loved ones and friends and dance the night away to jazz tunes played by *In the Mood Band*. This year, Fire Department - Station 91, Shift C, will be sponsoring the food for the event and will help cook the dinner.

1. Home Care Assistance Presentation
2. Senior Tuesday





### **SPECIAL EVENTS**

*By Jolene Jauregui*

The fifth annual Girls Night Out! Witches and Broomsticks was held on Friday, October 23, 2015 from 6:00pm to 10:00pm at the Downtown Plaza. The event sold out of its 600 tickets two weeks prior to the event date. Over 30 vendors were present at the event including one mobile boutique. The after party included a DJ, photo booth and the ladies could continue shopping.

Staff is preparing for the upcoming summer 2016 Downtown Block Party Series and Movies on the Plaza. Staff is also assisting with the Senior Center holiday events.



### **SPECIAL INTEREST**

*By Jolene Jauregui*

The Just 4 Kicks Soccer classes had 83 participants enrolled. The students learned different drills, skills, and mastered techniques that they will use to play recreationally or in a team setting. The Yoga class for seniors and adults taught conscious control of breath that increases energy and feelings of wellbeing. Yoga is a great workout that builds strength and tones muscles. Classes are offered three times a week at the Lolly Hansen Senior Center.



### **YOUTH DEVELOPMENT**

*By Jolene Jauregui*

The ASP (After School Program) is a program offered at Louis Bohn, Poet Christian and Wanda Hirsch Schools. Staff is continuing to provide healthy snack, homework help, recreation games, and arts and crafts at each site. For the month of October, staff had students participate in team building activities such as game trivia's and dodgeball. Additionally, participants created various fall crafts.



**For the month of August:**

| Site           | Full Time | Daily | Hourly |
|----------------|-----------|-------|--------|
| Bohn           | 11        | 4     | 3      |
| Hirsch         | 23        | 4     | 10     |
| Poet-Christian | 11        | 5     | 5      |

**S.A.F.E. - STUDENTS ADDING FUN TO EDUCATION**

*By Jolene Jauregui*

SAFE is an after school program located at Williams Middle School. Staff provides many activities for the teens to participate in, such as homework help, arts & craft and recreational activities. SAFE has been very fortunate to have its own room to hold program in. In addition, staff utilizes the gym and outdoor areas to offer other recreation activities. Currently the SAFE program has 40 teens enrolled this school year. For the month of October, staff had students participate in various fall arts and craft themed projects to display in the classroom. Staff has also coordinated relay games outside.

