

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, December 3, 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 – November 5, 2015
5. Old Business
 - a. Parks and Community Services Commission Goals
 1. Update from sub-committees
6. New Business
 - a. Presentation on Tracy Transit System/Tracer Services
 - b. Receive, Discuss, and Accept the 2015-2016 Youth Advisory Commission Annual Report
 - c. Review development of the City of Tracy Capital Improvement Program for Fiscal Year 2016-2017
7. Items from Staff
 - a. Recreation Division Report
 1. Upcoming Events and Programs
 2. Senior Concerns/Comments Quarterly Update
 - b. Public Works Parks Maintenance Division Report
 - c. Community Facilities Report
 - d. Director Report
 1. Projects Update

8. Items from the Commission
9. Items from the Audience
10. Adjournment to next meeting in January 7, 2016

POSTED: November 23, 2015

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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
November 5, 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 Birk; Jimenez; Gouveia; Saltzman
 - b. Absent: Commissioner Douglas; Commissioner Jayne
 - c. Staff Present: Christine Mabry, Management Analyst I; Larry Fisk, Interim Public Works Superintendent; Don Scholl, Interim Public Works Director
 - d. Recorded By: Stephanie Garcia, Executive Assistant
3. **ITEMS FROM THE AUDIENCE:** None
4. **APPROVAL OF MINUTES FROM THE REGULAR MEETING ON OCTOBER 1, 2015:**
 - a. Motion: Commissioner Gouveia
 - b. Second: Commissioner Saltzman
 - c. Abstain: Commissioner Jimenez; Commissioner Birk
 - 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** – Chair Johnson said that she is involved with the Tracy Senior Advisory group and a need has emerged regarding the Larch Clover Community Center located in the county and is outside the normal bus route. They provide programs that would be beneficial to seniors such as emergency food distribution, senior brown bag lunches, and community food distribution. The nearest bus stop is at McDonalds Restaurant and it's not a walkable route. She asked, with the build of Legacy Fields, will there be a bus that travels on Larch Road to meet the needs of the community that the center provides. Commissioner Saltzman asked if there would be a bus that would pick up seniors outside of the bus route and take them to the mall early in the morning, particularly to exercise.

Don will contact Ed Lovell who can provide information regarding the bus route.

Chair Johnson said that the second need that emerged from the Tracy Senior Association (TSA) was the Activity Guide, specifically page 24 which lists organizations for seniors. The benefit would be to reach seniors who do not attend the Lolly Hansen Center and reach adult children with senior parents who are not eligible to go to the center. They would like to see other groups listed such as the Tracy Senior Association, the Tracy Larch Community Center, and the Tracy Family Resource Center. Commissioner Jimenez asked if the Larch Community Center events are posted at the Lolly Hansen Center.

Don will contact Jolene Jauregui who can provide information regarding the questions.
 - c. **Park, Facility, and Sports Field Safety** – None at this time

6. ITEMS FROM STAFF:

- a. Recreation Division Report: Report is in the packet
- b. Public Works Parks Maintenance Division Report: Don Scholl, Interim Public Works Director, introduced Larry Fisk, Interim Public Works Superintendent, who will be filling in for Don's role as the superintendent.
 - Larry said that West Coast Arborist is continuing with grid trimming in town and that there was a survey taken to remove dead trees due to the drought in the LMD areas.
 - Overseeding is taking place at Tracy Sports Complex and Placencia Fields. There will be scheduled shut downs of the fields one at a time.
 - In regards to winterizing, the fountains have been shut off.
 - Field renters are encouraged to call the hot line for field closures.
 - One restroom will be open for all field/park rentals and extra restrooms will be open if there is a party reservation. The restrooms at Dr. Powers Park were temporarily shut down due to construction but are back on line now.
 - Timers for lights in the fields have been adjusted due to daylight savings time.

Commissioner Jimenez asked about a sign being posted at Dr. Powers Park restrooms and Larry said yes but he will double check.

- c. Community Facilities Report – Christine gave the following report:
 - Met with user groups regarding Sports field allocation and received 24 applications
 - Commissioner Saltzman asked if 24 groups were the max amount and Christine said that once they go through their priority classification then if there are extra fields and usage hours then they will accept applications beyond the field allocations process on a first come first serve basis.
 - Commissioner Gouveia said from his understanding that once the fields are built out that there may be extra fields available in the spring at Legacy Fields and Don said that that was correct.
 - Quotes have been received regarding the fencing project at the Tracy Sports Complex
 - Working through the written plan with the concessionaire at the Tracy Sports Complex
 - Chair Johnson asked about the date of the fire and if we determined the cause of the fire. Christine said the fire was on September 12th and Don said that the Fire department suspected that there was an overload that took place and started the fire.
 - The grading has been complete and excavation will begin this week.
- d. Director Report – Don gave the following report:
 - Hoyt Park playground – engineering had to revise the footing design and hasn't gone out to bid.
 - Dr. Power Park project is moving forward to have it ready for the next swim season.
 - Partial demolition at the Tracy Ball Park of the grandstands and the old snack shack will be taking place in the near future. Once complete it will provide a safer environment for renters. Bids came in quite favorable. There will be some outreach to notify the community.
 - Storm preparation – there will be a notice in the Tracy Press tomorrow.
 - The new street sweeper is doing a great job!
 - There will be some new programs coming out such as Adopt-A-Drain where residents can volunteer and the City will provide the tools needed.
 - Sandbags will be available, information will be released soon.
 - Invitations will be sent out to the Commission for the Arbor Day event on November 14th.

7. ITEMS FROM THE COMMISSION:

- Commissioner Gouveia said that he received information from around McDonald Park and what is being asked is that they receive some assistance in notifying the homeless to clean up after themselves. He said that this is a proactive neighborhood in particular to the park and anyone can use the park but they would like for them to clean up.

Don said that he will mention this to the P.W. parks crew and to the Neighborhood Resource Officers as well.

- Commissioner Birk congratulated Larry on his new interim position.
- Commissioner Jimenez thanked Chair Johnson for making the statement on her behalf while she was absent last month. She said that the Tracy Foundation would like a representative from the City to attend their meeting so that they could discuss the swim needs for 2016. Commissioner Jimenez sends her thanks to the Council regarding the regional park in Tracy. She appreciates that they listened to the audience who were speaking that night and that they moved the item to another date to allow time for staff to gather more information and brought back to Council.

- 8. ITEMS FROM THE AUDIENCE:** Robert Tanner, 1371 Rusher Street, said that he has been approached by several people who use the library regarding some trees alongside the library. They said that the limbs may be injurious to people standing underneath the trees.

Don clarified that they are the trees closest to the street (Siberian Elms) and that these trees are pruned by PG&E on a regular cycle, however, he said that Larry will go out with our tree contractor and take a look at the trees to ensure safety.

9. ADJOURNMENT:

- a. Motion: Commissioner Gouveia
- b. Second: Commissioner Birk
- c. Vote:
- d. Time: 7:32 p.m.

**CITY OF TRACY
PARKS AND COMMUNITY SERVICES COMMISSION MEETING
December 3, 2015**

AGENDA ITEM 6.b

REQUEST

**RECEIVE, DISCUSS, AND ACCEPT THE 2015-2016 YOUTH ADVISORY
COMMISSION ANNUAL REPORT**

DISCUSSION

The role of the Youth Advisory Commission (YAC) is to foster increased involvement of youth in the affairs of municipal government. As stated in their bylaws, the responsibilities of the Youth Advisory Commission are to act as advisory to the City Council, Parks and Community Services Commission, and staff on matters relating to the welfare of youth in Tracy, and to make recommendations to Parks and Community Services Department regarding the planning and implementation of the programs.

Youth Advisory Commissioners worked with staff to prepare an overview of the goals and work plan for the 2015 calendar year. YAC has developed a new slate of proposed goals and work plan for the 2016 calendar year. This report will be presented to City Council on January 19, 2016.

RECOMMENDATION

That the Commission receive, discuss and accept the 2015-2016 Annual Report of the Youth Advisory Commission.

Prepared by Jolene Jauregui, Recreation Supervisor

Reviewed by: Kim Scarlata, Recreation Manager

Approved by: Don Scholl, Interim Public Works Director

CITY OF TRACY
PARKS AND COMMUNITY SERVICES COMMISSION MEETING
December 3, 2015

AGENDA ITEM 6.c

REQUEST

REVIEW DEVELOPMENT OF THE CITY OF TRACY CAPITAL IMPROVEMENT PROGRAM FOR FISCAL YEAR 2016-2017

BACKGROUND

The City develops an annual Capital Improvement Program (CIP) to coincide with the development and approval of the annual budget each year. The CIP is a five-year document that is updated each year to reflect current projects, current priorities, and current funding. The projects in the CIP typically include project costs over \$100,000 (but may include projects of a lesser amount), have a life span of seven years or more, and result in the creation of a capital asset. The CIP also shows future plans to design and construct the city's infrastructure, whether by the City directly or as part of other development, such as future commercial or residential.

Only the projects that have been funded in a prior year, or are approved for funding in the current year, are worked on by staff in any given fiscal year. Projects that have future funding identified, but are not funded in the current year, are in a "holding pattern" until funding can be identified and linked to that project. If there are no designated funds for a particular CIP, then no work is done on that CIP.

Some CIPs are funded over several years, where the first year may be the planning and design phase and the second year may be construction. Some projects show annual funding to a multi-year program.

DISCUSSION

The following is the outline of the annual CIP process:

1. Update and prepare CIP submittals for the 2016-2017 CIP Budget including:
 - a. Update scope, project description, timelines and projected costs of current approved and proposed CIPs.
 - i. Review previously submitted CIPs for future years and either 1) assess feasibility and need for moving project into upcoming year, 2) remove from CIP, or 3) change scope of project.
2. Solicit new CIP projects from staff and the Commission.
 - a. Write description of project
 - b. Identify funding source
 - c. Identify phasing if applicable over multi-years of appropriation (i.e., Year 1: Planning and Design; Year 2: Construction)
3. Finalize costs. Submit to Development and Engineering Services Department for review of costs, construction and soft costs.
4. Staff recommends CIPs to City Council

Each year, prior to beginning the CIP process for park related projects, the Parks Commission is given an opportunity to provide input. The Commission is encouraged to

view the entire City CIP List, starting at section F of the current 2015-2016 budget, on the Internet at:

http://www.ci.tracy.ca.us/documents/2015_2016_Adopted_Budget_with_Bookmarks.pdf

The following list includes those projects that may be of interest to the Parks and Community Services Commission. The Commission's input is requested on the following projects, new project ideas, or on the entire City CIP list, for possible inclusion in the FY 2016-2017 CIP.

CIPs FUNDED IN CURRENT FISCAL YEAR 2015-2016

PROJECT TITLE	PROJECT TOTAL	PROJECT DESCRIPTION
Legacy Fields – Phase 1B [#78153]	\$5,241,893	Complete 7 baseball fields and 6 soccer fields, plus 1 partial baseball and 2 partial soccer fields.
Tracy Ball Park Repairs – [#78053]	\$95,000	Removal of bleachers and snack shack.
Community Swim Center (Ellis) [#78054]	\$13,551,000 Includes \$10 mil in Developer Contributions	Construction of an Aquatics Center.
Joe Wilson Pool Replacement – Dr. Powers Park [#78152]	\$3,500,000	Project to be completed by the summer of 2015.
Restroom in El Pescadero Park [#78141]	\$434,500	Completed.
McDonald Park Restroom Replacement [#78144]	\$476,200	Completed.
Handball Court Refinish – McDonald Park [#78143]	\$34,500	Completed.
Facility Reservation Software [#78145]	\$40,000	ActiveNet software used for facility rentals and recreation registration – now online.
New Basketball Court – El Pescadero Park [#78146]	\$65,000	Completed.
Wooden Play Structures – Hoyt Park [#78148]	\$304,000	Replacement of aging and deteriorating wooden play structure. Pending completion.
<i>Park Revitalization: City Areas</i> [#78140]	\$325,000	General Fund park grounds and equipment, includes tables, benches, bbq areas, turf irrigation systems and other amenities. (McDonald, Gretchen Talley, Kenner, Veterans, Barbosa, Ceciliani, Hoyt and Sports Complex). In scope phase. Pending completion.

UNFUNDED CIPs PROPOSED FOR FUTURE YEARS 2015-2016

PROJECT TITLE	ESTIMATED TOTAL	PROJECT DESCRIPTION
Ballpark Renovations – Tracy Ballpark, Phase I & II [#78PP-146]	\$9,500,000	Rebuild existing playing fields with new synthetic turf, 5-row bleachers, score boards, pre-fabricated restrooms, lighting, landscaping and parking stalls.
<i>Park Revitalization: LMD Areas</i> [#78139]	\$238,000	Landscape renovation along Pescadero Ave right-of-way. In scope phase.
Z7LMD Park Renovation [#78149]	\$208,000	Tracy Consolidated Landscape Maintenance Zone 7 renovation of Bailor-Hennan and Rippin Parks.
Z17LMD Park Renovation [#78150]	\$208,000	Tracy Consolidated Landscape Maintenance Zone 17 renovation of Sullivan and Huck Parks.
Dog Park Site South end of Town [#78124]	\$300,000	Development of a dog park site in the South end of town. Including fencing, exercise equipment, access to water, and other amenities. Project first proposed for FY 12-13, pending purchase of suitable property.
Library Expansion (located at Holly and Eaton) [#78088]	\$3,834,600	Expansion of existing City library to add approximately 16,500 square feet necessary to serve new residents and provide additional area needed by library staff to handle ordering, reception, and cataloging of books.
<i>Dr. Powers Park Renovation</i> [#78PP-079]	\$1,334,000	Park renovations include upgrade of picnic structures, sewer pipes, trees, turf, and irrigation.
Park Development – El Pescadero Park Phase 2 [#78PP-018]	\$797,200	Includes turf renovation, BBQ and picnic areas, pathways, entranceways, fitness paths, and athletic fields.
New Gymnasium / Multipurpose Facility [#78PP-118]	\$10,788,500	Construction of a 52,000 square-foot multi-purpose indoor sports and community use facility.
Bicycle Motocross Track [#78PP-124]	\$381,300	Construction of a bicycle motocross track including land acquisition.
Skate Park 2 nd Location [#78PP-125]	\$293,700	Construction of a new skateboard park on existing City-owned property.
Legacy Fields – Phase II [#78PP-137]	\$7,609,000	Design and construction of infrastructure for Phase II of Legacy Fields.
Lincoln Park Renovation – Phase II [#78PP-139]	\$304,000	Renovations to Lincoln Park picnic area, barbecue shade structure, volleyball court, and seat wall around splash ground.
Bikeway Improvements – Future Phases [#78PP-079]	\$590,000	Future phases of bikeway improvements, as outlined in the 2005 Bikeways Master Plan. Locations for new bikeways to be determined at a later time.
Bikeway Rehabilitation – Various Locations	\$177,500	Rehabilitation of various existing bikeways throughout

[78PP-135]		Tracy including, but not limited to, signage replacement and striping of bike lanes.
Bikeways to Holly – Legacy Fields [#78PP-149]	\$580,000	Design and construction of a bikeway to the Legacy Fields along Tracy Blvd.
Utilities Extension – Legacy Fields [#78PP-150]	\$330,000	Extension of utilities to main concession area of each of the four complexes.
Kenner Park Walkway Repairs	\$35,000	Repair and replacement of asphalt.
Gretchen Talley Park – Booster Pump	\$23,000	Install booster pump to increase water pressure.
Park Irrigation Hardware and Software Upgrade	\$25,000	Upgrade will increase efficiencies in management of water consumption at parks.
Lincoln Park – Install Bollard and Chain	\$461,796	Install bollard and chain around perimeter of Lincoln Park in order to prevent unauthorized vehicle access into the park.

PCS Commission Top 6 CIPs for FY15-16

At the January 2015 PCS meeting, the Commission voted their top projects as followed:

1. Tracy Ball Park Phase I
2. (tie) Dog Park – South Tracy
2. (tie) Dr. Powers Pool Replacement
4. Hoyt Park Wooden Play Structure Replacement
5. Dr. Powers Park Pool Demolition
6. Dr. Powers Park Renovation

Next Steps

Staff will finalize new CIPs for FY 16-17 and present those to the Commission at the January 7th meeting. Staff also asks that the Commission prepare their list of new projects at the same meeting. The Commission will then prioritize those projects during the meeting.

RECOMMENDATION

That the Commission receive report on current Fiscal Year 2015-2016 Capital Improvement Plan.

Prepared by: Christine Mabry, Management Analyst I
 Brian MacDonald, Management Analyst II

Approved by: Don Scholl, Interim Director of Public Works

**CITY OF TRACY
PARKS AND COMMUNITY SERVICES COMMISSION MEETING
December 3, 2015**

AGENDA ITEM 7.a

RECREATION DIVISION UPDATE

ATHLETICS

By Jolene Jauregui

Softball Leagues: The Tracy Adult Softball League officially concluded on November 23. The first pitch for the winter/spring season is scheduled on Monday, February 22 with the Monday night Coed division.

Youth Hoops: The 2015/16 Youth Hoops basketball season in partnership with the Junior Warriors has begun. This season there are 198 participants registered with 25 teams formed. Coaches have begun conducting practices since the week of November 2. The Jamboree held on Saturday, November 14 was optional for coaches and 16 teams participated. The first Youth Hoops basketball game is scheduled for Saturday, December 5. The 3rd/4th grade division will play at Williams Middle School and the 5th/6th and 7th/8th grade divisions will play at Hawkins Elementary.



SENIORS

By Jolene Jauregui

For the month of October there were approximately 2,949 repeat seniors that attended the Senior Center. Each week the Senior Center welcomes new participants into our programs. We had 19 new seniors visit and tour the center for the month of October.

In the month of October, the Senior Fitness programs had 1,110 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 for every fitness level.

Throughout the month of October, the Senior Center served 374 hot lunches, with an additional 13 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:

- **Halloween Bash:** On October 30, the Senior Center held a Halloween Bash. There were 46 seniors dressed up in costumes who danced to Halloween music and enjoyed spooky Halloween treats. Prizes were given to the best dressed participants.

Highlights for November:

- Senior Trip to Apple Hill: On November 4, 49 seniors took a trip to Apple Hill. At High Hill Ranch, the seniors enjoyed a hay ride through the orchards followed by a full BBQ Chicken lunch and a slice of apple pie a la mode for desert. After visiting the craft booths, the seniors then traveled to Larsen Apple Barn.
- Holiday Boutique: On November 7, there were 15 vendors that sold various hand crafted items including; magnets, scarfs, jewelry and paintings.
- Lunch and a Movie: On November 17, 83 seniors enjoyed a holiday themed movie in the lobby of the Grand Theatre Center for the Arts. Those in attendance were served a delicious lunch and various desserts to enjoy. The seniors then entered the theatre to watched *A Miracle on 34th Street* with free movie popcorn.

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

- Holiday Spectacular: Each year the seniors look forward to enjoying live holiday themed performances while they indulge in sweet treats and sipping hot chocolate. Past performances have included “How the Grinch Stole Christmas” and “The Nutcracker”. The Holiday Spectacular will take place on December 2 at 4pm located at the Lolly Hansen Senior Center.
- Black & White Ball: The Senior Center will be transformed into a Black and White “Winter Wonderland” on December 14 starting at 4pm, 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. Also, Target employees will be volunteering to help with the event.

1. Halloween Bash
2. Senior Trip to Apple Hill
3. Holiday Boutique



SPECIAL INTEREST

By Jolene Jauregui

Zumba/PiYo classes had an average of 20 participants for each class. The classes are 3 days a week and are offered for teens, adults and seniors. Participants can attend Zumba Step, Zumba Toning, Zumba Gold or PiYo to help strengthen muscles. The Olympic Style Tae Kwon Do Martial Arts classes had 66 participants enrolled. Children learn the values of respect, confidence, and discipline, while learning basic karate moves in a fun and structured environment.



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 November, staff had students create various turkey themed crafts for Thanksgiving and participated with basketball games in the gym.



For the month of October:

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 45 teens enrolled this school year. For the month of November, staff has coordinated various Thanksgiving art projects to display in the classroom and coordinated basketball shooting challenges in the gym.



YOUTH ADVISORY COMMISSION

By Jolene Jauregui

The Youth Advisory Commission partnered with Public Works for Arbor Day and hosted a Park Clean-Up event at the Dry Climate Park at Hoyt Park on November 14, 2015. Youth Advisory Commissioners and volunteers helped plant 13 trees located at Dronero Court for the Arbor Day event. Kimball High School's California Scholarship Federation club volunteered with the Park Clean-Up event where students trimmed bushes and raked leaves.



Recreation Division Report
Quarterly Senior Update
11-20-2015 Revised

Comments from Senior Center Comment Box

Date	Concern/Comment	Status	How often do you visit?
9/19/2014	We're lucky to have Hyatt (Senior Fitness Instructor)	N/A	Unknown
9/19/2014	Staff is so helpful	N/A	2 times a week
9/19/2014	The staff are all wonderful, loving, and always feel like it's my 2nd home to visit with friends and classes	N/A	Everyday
9/26/2014	No Concerns/Comments		
10/3/2014	It would be wonderful to have ceiling fans in the room where we exercise (maybe we wouldn't open the doors)	Staff is looking into the cost of floor fans. 1/23/2015 Update: Staff purchased 2 floor fans.	4 times per week
10/10/2014	No Concerns/Comments		
10/17/2014	I would like to have Tai-Chi for Health & Wellness at the Senior Center. Currently there are 3 of us from the Senior Center going across town for Tai Chi Class. It would be nice to have a Tai Chi Class here.	10/17/2014 Staff notified the Special Interest Division to see if the Tai Chi instructor would be interested. 10/28/2014 Update: Response from instructor is pending, staff will notify senior about the status. 10/29/2014 Update: Instructor confirmed. Class will be added to the Winter 2015 guide.	3 to 4 per week
10/17/2014	Need more light at the front door exit (outside of the building)	Staff notified PW to have lights checked/replaced Update: Lights have been replaced .	Often
10/24/2014	No Concerns/Comments		
10/31/2014	No Concerns/Comments		
11/7/2014	No Concerns/Comments		
11/14/2014	No Concerns/Comments		
11/21/2014	No Concerns/Comments		
11/28/2014	No Concerns/Comments		
12/5/2014	No Concerns/Comments		
12/12/2014	No Concerns/Comments		
12/19/2014	Several of us are wondering: How about floors fans around the room for exercise class?	Staff is looking into the cost of floor fans. 1/23/2015 Update: Staff purchased 2 floor fans.	4 times per week
12/26/2014	No Concerns/Comments		
1/2/2015	No Concerns/Comments		
1/9/2015	No Concerns/Comments		
1/16/2015	The staff is off the chart good!	N/A	daily
1/16/2015	It is great for all of us to keep healthy with physical exercise daily. It is hot when you exercise and appreciate a few standing fans.	Staff is looking into the cost of floor fans. 1/23/2015 Update: Staff purchased 2 floor fans.	Everyday

1/16/2015	Fans for the exercise rooms	Staff is looking into the cost of floor fans. 1/23/2015 Update: Staff purchased 2 floor fans.	2 to 3 per week
1/16/2015	I attend the dance class at 12:30 every week and every week the jammering people interrupt our class at 1:45 bringing in their equipment, dropping things, talking, knocking on the door, etc.	Staff will speak with the County Jams group about not setting up or disrupting the Line Dancing class before 2pm. 1/20/15 Update: Staff spoke with the Country Jams and reminded the group about not setting up before 2 pm. Staff notified the senior.	Every week
1/23/2015	No Concerns/Comments		
1/30/2015	No Concerns/Comments		
2/6/2015	No Concerns/Comments		
2/13/2015	No Concerns/Comments		
2/20/2015	Get Bocce Ball games set-up for summer classes.	Staff notified the senior that Bocce was offered during our Game Day on Friday mornings. He explained to staff that he was looking for a more organized game play experience. Staff will look into adding the class to the activity guide.	2 times
2/27/2015	No Concerns/Comments		
3/6/2015	No Concerns/Comments		
3/13/2015	No Concerns/Comments		
3/20/2015	No Concerns/Comments		
3/27/2015	No Concerns/Comments		
4/3/2015	No Concerns/Comments		
4/10/2015	"" unable to read		4 times a week
4/17/2015	Please replace the dark blue chairs in the front lobby - the bolts are loosening & the seats feel like you're sitting on a toilet seat.	Staff notified the senior that we are looking into the cost of replacing the chairs. In the mean time, staff has tightened all of the bolts and screws.	3 or 4 times a week
4/17/2015	Can you update the progress of the Wi-Fi install at the Senior Center? Sure is taking a long while.	Staff notified the senior that per our IT Department the Wi-Fi is still a work in progress and that the estimated time of completion should be the end of July or August. Update: The IT department has updated staff and the estimated date is now late Fall. Update: Wi-Fi was installed at the Senior Center on 9/22/2015	3 or 4 times a week
4/17/2015	The usage of this center has increased dramatically since I began using this facility in 2004 and there needs to be a review of the occupancy and plan for a NEW , larger Senior Center in the next few years. All statistics show the senior population increasing and if you plan to continue to meet the needs of this growing and still vital population, the Senior Center needs to be replaced or expanded. I would gladly serve as a volunteer "user" on this committee.	Staff notified the senior that City Council and the Parks & Community Services Commission is aware that a new Senior Center is needed. Staff also notified the senior of the upcoming Community Conversation, where they can also express their concerns or needs for seniors through the Tracy Community.	3 or 4 times a week

4/24/2015	Trips should be better planned for those in walkers and less walking. Provide more information on trips and Seniors were not happy with the April 22 trip.	Staff will speak with the senior and see if they have any recommendations for any future trips. Staff does survey the seniors prior to reserving Senior Trips and typically books the top choice. All trips are ADA accessible however, it is up to the individual as to how much walking they choose to do. Update: Staff has now updated trip descriptions to reflect different various levels of walking.	3 days a week for 5 years
5/1/2015	The Fall Craft show would be great for Saturday, November 7th. This time it should run from 9-2pm.	Anonymous submission. Staff will look into holding the Craft Fair on Saturday, November 7th if there are no conflicting programming. Update: The Holiday Boutique will be held on November 7th.	Unknown
5/8/2015	Put a speaker bar in the TV room on the East wall so people in the back can hear and the volume of the TV can be lowered.	Staff will look into the cost of the speaker bar for the lobby area. Staff will also inform the senior that many of the seniors in the back of lobby prefer not to hear the TV. Update: Staff contacted the senior via email on 5/20/2015	Occasionally
5/8/2015	Let's have a bowling tournament.	Staff notified the senior of the new discounted bowling rate for seniors at West Valley Bowl. Staff will look into taking a one day trip to the bowling alley or contracting with West Valley Bowl to hold senior classes or tournaments. Update: Staff contacted the West Valley Bowl and they agreed to discuss a senior class.	
5/15/2015	No Concerns/Comments		
5/22/2015	No Concerns/Comments		
5/29/2015	No Concerns/Comments		
6/5/2015	How about foreign language class? Healthier food for seniors.	Staff will look into finding another contract to host a foreign language class. Staff notified the senior that the lunch provide by the county is healthy and meets the "senior triangle". Update: Staff has reached out to two potential teachers to host a foreign language class.	Daily
6/12/2015	I live out of town and could not find info on website. It would be nice to have a direct link to your center information.	Staff notified the senior of the Senior Link-Tracy program for further assistance if necessary. Staff will also look into making the website more functional. Adjustments have already been made to the city website to allow two-click access to the Senior Center webpage.	Getting information for aunt. (once)
6/19/2015	No Concerns/Comments		

6/26/2015	No Concerns/Comments		
7/3/2015	No Concerns/Comments		
7/10/2015	No Concerns/Comments		
7/17/2015	No Concerns/Comments		
7/24/2015	No Concerns/Comments		
7/31/2015	No Concerns/Comments		
8/7/2015	Need floor fans for the TV room and Gym room	Staff has already purchased floor fans for the multi-purpose room. Staff sets them up whenever it is requested. Staff will try to keep the air conditioning at a comfortable level for the TV room.	Unknown
8/19/2015	Ballroom Dancing (beginners)	Staff notified the senior of the ongoing search for Ballroom Dancing instructors. Staff will continue to search. Update: Ballroom Dancing is schedule to begin in February 2016	Weekly
8/19/2015	Ballroom Dancing (beginners)	Staff notified the senior of the ongoing search for Ballroom Dancing instructors. Staff will continue to search. Update: Ballroom Dancing is schedule to begin in February 2016	2 times a week
8/19/2015	Ballroom Dancing (beginners)	Staff notified the senior of the ongoing search for Ballroom Dancing instructors. Staff will continue to search. Update: Ballroom Dancing is schedule to begin in February 2016	
8/19/2015	Ballroom Dancing	Staff notified the senior of the ongoing search for Ballroom Dancing instructors. Staff will continue to search. Update: Ballroom Dancing is schedule to begin in February 2016	Twice a week
8/21/2015	No Concerns/Comments		
8/28/2015	No Concerns/Comments		
9/4/2015	Need a sanitary box in each bathroom stall	Staff will notify Building Maintenance of the request. Update: 9/17/15 Staff notified Building Maintenance of the request. Update: 10/15/2015 Sanitary boxes have been installed in all of the stales in the women's restroom.	Twice a week
9/11/2015	Suggest a major update of computer programs and systems. Internet connection is slower then it probably should be, just because of the computer programs being out of date.	Staff notified the senior of the upcoming Wi-Fi installation that may help with internet speeds. Staff will advise the senior to seek help from staff using the computers. Update: Staff spoke with the senior on 9/21/2015 in person.	Once
9/11/2015	Need actual word program (not word pad). Cannot make a decent document or make a copy made from a previous word document because it transfers the document to word pad which has different settings and off-sets things. After getting a decent looking document, I could not get the printer to print. I tried 9 different times cleaning (resetting) the queue each time.	Staff will advise the senior to seek help from staff when having a difficult time using the computers. Update: Staff spoke with the senior on 9/21/2015. Staff also mentioned that Microsoft Office would be installed on the computer by then end of the week. Update: The computers now have full Microsoft Office capabilities through online services.	Twice
9/18/2015	No Concerns/Comments		
9/25/2015	No Concerns/Comments		
10/2/2015	No Concerns/Comments		
10/9/2015	No Concerns/Comments		

10/16/2015	Suggestions regarding lack of space for senior exercising: Raise the age of new seniors registering from 50 to 55 or 60. Make our Tracy senior exercising class available to residents of Tracy only. Make a microphone available to Hayat so she doesn't have to yell. Make the side room always available, when not scheduled for another class.	Staff has now made the Arts & Crafts room available every Monday morning for the remainder of the Fall. Staff is working with Hayat (fitness instructor) to see if additional classes can be offered. Staff has now implemented a new procedure to help cut back on people saving spots.	Weekly
10/23/2015	Staff received a very detailed letter from a concerned senior regarding the unsafe parking of senior center participants in a non-parking zone across the street from the senior center.	Staff held two meetings with the senior regarding efforts to address the issue. Staff made announcements to all classes and spoke directly with the senior. Staff also attempted to call and meet with the manager of the apartment complex multiple times to discuss the problem. It will now be up to the concerned citizens to notify the police if the issue continues.	Weekly
10/30/2015	No Concerns/Comments		
11/6/2015	Have Tracy Senior Association do a presentation on their free services.	Staff notified the senior that the Tracy Senior Association gave a presentation in the Spring of 2014. They will also be holding two more presentation in the Winter/Spring of 2016.	Weekly
11/13/2015	No Concerns/Comments		
11/20/2015	No Concerns/Comments		

**Comment boxes are checked every Friday

****Parks Commission Updates: March, June, September & December****

Beginning September 19, 2014, the Lolly Hansen Senior Center began documenting comments/concerns that participants submitted. Over the past fourteen months, 33 seniors have submitted their comments/concerns. The staff at the Senior Center reviews each submission and then notifies each person of what steps will be taken (if needed). The seniors have had a positive response to the process and enjoy seeing comments/concerns being documented.

**Please note comments have been summarized and the original comment cards are available at the Senior Center.