

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, March 3, 2016, 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 – February 4, 2016
5. Old Business
 - a. Parks and Community Services Commission Goals
 1. Update from sub-committees
6. New Business
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 Division Report
 - d. Parks and Community Services Director Report
 1. Projects Update
8. Items from the Commission

9. Items from the Audience
10. Adjournment to next meeting on April 7, 2016

POSTED: February 26, 2016

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
February 4, 2016

1. **CALL TO ORDER:** Chair Johnson called the meeting to order at 7:00 p.m.
2. **ROLL CALL:**
 - a. Present: Chair Johnson; Vice Chair Douglas; Commissioner Birk; Gouveia; Jimenez; Levoit; Saltzman
 - b. Absent:
 - c. Staff Present: Don Scholl, Public Works Director; Andre Pichly, Parks & Community Services Director; Christine Mabry, Management Analyst I; Larry Fisk, Acting Public Works Superintendent
 - d. Recorded By: Stephanie Garcia, Executive Assistant
3. **ITEMS FROM THE AUDIENCE:** None
4. **APPROVAL OF MINUTES FROM THE REGULAR MEETING ON JANUARY 7, 2015:**
 - a. Motion: Commissioner Gouveia made a motion to accept the minutes as amended with the following: Commissioner Jimenez said that during the January meeting, there were two items that were important in Item 6.a., Receive presentation update of Village Park conceptual plans, Ellis Development, Phase I – 1) place a drinking fountain to the layout as an addition 2) a safety concern of the placement of the berm that is too close to the sidewalk and street and said that children may roll down the berm and into the street.
 - b. Second: Commissioner Saltzman
 - c. Abstain:
 - d. Vote: Passed by unanimous vote
5. **COORESPONDENCE**
 - a. Introduction of Newly Appointed Parks Commissioners – Chair Johnson introduced Commissioner Levoit.
 - b. Introduction of New Parks and Community Services Director – Chair Johnson welcomed Andre Pichly and he gave a brief introduction.
6. **OLD BUSINESS:**
 - a. **Parks and Community Services Commission Goals**
 - i. Update from Subcommittee
 - a. **Support Efficient Policies** – Commissioner Jimenez said that she received the contact information for the BMX organization and Disc Golf. The subcommittee will contact them in the next couple of weeks to schedule meetings.
 - b. **Community Involvement** – Chair Johnson said that Jolene did a wonderful job at last Tuesday's Council meeting in summarizing all the work for improving service at the Senior Center. She also appreciated that staff and the audience members for giving feedback and thoughts to the whole process.
 - c. **Park, Facility, and Sports Field Safety** – None at this time.
7. **NEW BUSINESS:**
 - a. Review and acceptance of the Parks and Community Services Commission's CDBG Subcommittee Recommendations and Recommend approval to City Council for the Allocation of Community Development Block Grant (CDBG) Funds and Home Investment Partnerships Program (HOME) Funds for Fiscal Year 2016-2017: Josh Ewing and Barbara Harb, Management Analysts for Economic Development, Development Services Department gave the report.

Chair Johnson said that the categories should be updated to include service organizations in our community that deal specifically with children and asked staff how do we make that happen.

Josh said that this has come up in the last year and staff is currently researching the process, however, there is a process of evaluation with the communities input and ultimately it's a process staff wants to get going by summer 2016.

Josh said that the Public Hearing for CDBG will be held on March 15, 2016.

Vice Chair Douglas made a motion to accept the Parks & Community Services Commission's CDBG subcommittee recommendations and recommend approval to City Council for the allocation of CDBG Funds and HOME Funds for Fiscal Year 2016-2017 as amended with the following: The Commission stipulated that VBR Foster Family Agency & Children Services funds of \$4,000 be used for staff expenses related to their counseling contract only (no rent, supplies, etc.). Commissioner Saltzman seconded the motion and passed by unanimous vote.

8. ITEMS FROM STAFF:

- a. Recreation Division Report: Report is in the packet
- b. Public Works Parks Maintenance Division Report: Acting Superintendent Larry Fisk gave the following updates on:
 - The Sports Complex; Veterans Park (a short video of the newly seeded lawn growth); Landscape Maintenance District (LMD) irrigation crew; XL Landscape; and the Parks crew as well as, West coast Arborist who is currently performing grid pruning in the LMD's and staff is also scheduling replanting of trees in the LMD and General Fund areas beginning in February through March.
- c. Community Facilities Report – Management Analyst Christine Mabry gave the following updates:
 - The Community Facilities Division is seeing an increase for indoor facility rentals.
 - The annual field allocation process which has been completed and the Community Facilities Division is now accepting applications for available field space.
 - The Joe Wilson Pool is progressing, and the tent will be taken down in the next month.
 - The Sports Complex concession stand repairs are almost complete, and we will be issuing an RFP for the concession contract, to include the Sports Complex and Joe Wilson Pool concession stands.
 - Tournaments at the Sports Complex are scheduled to begin the end of February.
- d. Director Report – Don Scholl said that Andre is a great addition to the team and he looks forward to working with him. Don gave an update on the Tracy Library (the Commission received a copy of the Stockton San Joaquin County Public Library 2014 – 2017 Strategic Plan).

Andre Pichly, Parks & Community Services Director, said that he's been to many meetings and they've been very productive such as Legacy Fields and Joe Wilson Pool. He's had the opportunity to visit the Lolly Hansen Senior Center and looks forward to the upcoming tours to other City facilities and City parks as well as meeting staff. He said that having a Parks & Community Services Department is going to be a great benefit not only for staff but for the community as well. There are ways that the Parks Department can partner with the residents and the business community as well as the education organizations in town by bringing his strengths from Sacramento to this community. He's a big believer in education and teaches at Sac State part time since 2004. Andre said that he's looking forward to working with the Commission.

9. ITEMS FROM THE COMMISSION:

- Commissioner Levoit said that he's excited to be part of the Commission.
- Commissioner Gouveia welcomed Commissioner Levoit and to the Commissioners who have been reappointed.
- Commissioner Saltzman welcomed the new Commissioner and the new Parks Director. She said she would like to see the number of organizations who apply increase especially the smaller organizations who do not know that they are eligible.
- Commissioner Jimenez applauded the CDBG subcommittee for their outstanding work. She said she looks forward to working with the new Commissioner and the new Parks Director as well as the reappointed Commissioners. She also volunteered to be the liaison to the Parks Foundation.
- Chair Johnson said that she would like updates from the subcommittees when discussion under Old Business, Parks and Community Services Commission Goal. She requested from staff to update and re-present the Commission Goals document to the Commission before the new Commissioner is asked to choose from one of the three subcommittees. The document has not been visited since August 2014 and she said it's a fine road map.

10. ITEMS FROM THE AUDIENCE: None

ADJOURNMENT:

- a. Motion: Commissioner Levoit
- b. Second: Commissioner Gouveia
- c. Vote:
- d. Time: 8:27 p.m.

**CITY OF TRACY
PARKS AND COMMUNITY SERVICES COMMISSION MEETING
March 3, 2016**

AGENDA ITEM 7.a

RECREATION DIVISION UPDATE

ATHLETICS

By Jolene Jauregui

Softball Leagues: The 2016 Spring Adult Softball season kicked off on February 22 with the Monday night Coed Division and the Friday night Men's Division began on February 26. This season there are 23 teams registered.

Youth Hoops: The 2015/2016 Youth Hoops Basketball season officially concluded on Saturday, February 20 with all divisions competing in the championship. There were a total of 24 teams and 197 participants that participated in the Youth Hoops Basketball program this season.



SENIORS

By Jolene Jauregui

For the month of January there were approximately 2,555 repeat seniors that attended the Senior Center. Each week the Senior Center welcomes new participants into our programs. We had 9 new seniors visit and tour the center for the month of January.

In the month of January, the Senior Fitness programs had 893 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. The 30/30 afternoon fitness class averaged 13 seniors that participated in 30 minutes of fast paced cardio exercise followed by 30 minutes of stretching.

Throughout the month of January, the Senior Center served 323 hot lunches with an additional 10 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 5 day supply.

Highlights for February:

- AARP Tax Assistance began on February 1. All appointments until April are reserved. Appointments are now also offered on Tuesdays for seniors.

- Senior Tuesday began on February 9. There were 10 seniors who participated in various activities such as: Tai Chi, Dance Wellness, Pottery Painting and Valentine's Day crafts.
- Our annual Lunch & a Movie at the Grand Theatre Center for the Arts was held on February 9. There were 63 seniors in attendance that enjoyed lunch, a special dessert, and a Valentine's Day themed movie. Seniors were also treated to special Valentine's created by the Caterpillar Clubhouse, a group of young homeschooled children.
- On February 10, the California Telephone Access Program gave a presentation on free telephones. There were 9 seniors that attended and learned about the different types of telephones and assistive devices that they offer including: amplified, big buttons, portable, captioned, flashing light and speech assistive telephones.
- On February 20, the first ballroom dancing class was offered at the Grand Theatre Center for the Arts. There were 13 seniors that participated and enjoyed the introduction to the rumba. After seniors have mastered this type of dance styles, they will move on to Cha-Cha, Salsa and Bachata.

Staff continues to promote upcoming events and programs that the Senior Center will offer this Winter/Spring. Events and programs include:

- St. Patty's Day Luncheon: Will take place on March 15. This annual event has over 100 seniors in attendance who enjoy listening to Irish music, talking with friends and enjoying a traditional St. Patrick's Day lunch.
- Arts & Crafts Fair: This year's Arts & Crafts fair will be held on March 26. Seniors and members of the community will enjoy shopping for one of a kind handcrafted goods such as: paintings, jewelry, blankets and much more.

1. Lunch and a Movie
2. California Telephone Access Program Seminar
3. Ballroom Dancing



SPECIAL INTEREST

By Jolene Jauregui

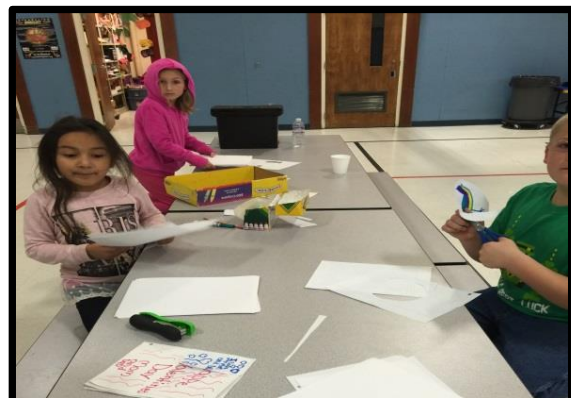
For the month of February, Action Gymnastics had 21 students registered in the Parent Tot Level 1 and 2 classes. Students build strength and self-confidence with the use of music and gymnastics apparatus. The CPR/AED First Aid class had a total of 21 participants enrolled for January and February. Teens and adults involved in babysitting, health care, day care and foster care agencies learn adult, child and infant CPR as well as learning how to use an AED and basic first aid.



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 February staff coordinated Valentine's Day themed crafts and students also participated in basketball games.



For the month of February:

Site	Full Time	Daily	Hourly
Bohn	10	0	6
Hirsch	21	7	9
Poet-Christian	7	6	11

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 the program. 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 February, staff coordinated Valentine's Day themed art projects and the students also participated in playing tournament style basketball games.



Comments from Senior Center Comment Box			
Date	Concern/Comment	Status	How often do you visit?
1/1/2016	The seat belts on many of the Tracer Paratransit buses don't work.	Staff notified TRACER & the Transportation Coordinator about the issue.	2 x a week
1/8/2016	Foreign language classes? Like French, Italian, Spanish or Japanese.	Staff will look into finding another contractor to host a foreign language class. Staff has reached out to two potential teachers to host a foreign language class but will continue looking.	Daily
1/15/2016	No Concerns/Comments		
1/22/2016	No Concerns/Comments		
1/29/2016	Senior Trip Suggestion: National Trust and Filoli Center		
2/5/2016	No Concerns/Comments	Staff will look into this location for a possible senior trip.	weekly
2/12/2016	No Concerns/Comments		
2/19/2016	I don't want to upset the instructor but I paid \$30 for the month of February (4 weeks) for Yoga (1 hour) 8:30am to 9:30am. Both sessions have lasted only 35 minutes. I am not happy. Either return half the cost or offer another month!	Staff will speak to the instructor regarding the shorter class times. Staff will offer the senior a refund for the classes that she attended. Update: Staff spoke with the instructor. Yoga will now be held from 8:30am to 9:15am. Staff issued the senior a refund for half of the classes attended.	
2/19/2016	On behalf of the seniors who use the east side parking lot, parking is effected by apartment residents who use that lot. Some cars are parked for long periods of time or take more than one space. Some of the cars leak fluids. There is trash left by these people. Is there an inexpensive way to mark the space as Senior Center only?	Anonymous submission. The east side parking lot is open to the public and located on 9th St. behind the PD Annex Building. Staff will research the process in potentially making "Senior Center Only" parking from 8:30am-4pm during Senior Center operating hours.	4-5 days a week

**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 seventeen months, 40 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.