

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, July 7, 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 – June 2, 2016
5. New Business
 - a. Election of Parks and Community Services Commission Chair and Vice Chair
 - b. Discuss Permanent Restrooms in Future Neighborhood Parks
 - c. Hear Appeal of Facility Permit Suspension for Tracy Suns S.A.
6. Items from Staff
 - a. Parks and Community Services Director Report
 1. Projects Update
 2. Brief video presentation
 - b. Recreation Division Report
 - c. Community Facilities Division Report
 - d. Public Works Parks Maintenance Division Report
 1. Parks Division Update

7. Items from the Commission
 - a. Report on 6/4/16 California Association of Park and Recreation Commissioners and Board Members (CAPRCBM) training – Linda Jimenez
8. Items from the Audience
9. Adjournment to next meeting on August 4, 2016

POSTED: June 30, 2016

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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
June 2, 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: André Pichly, Parks & Recreation Director; Christine Mabry, Management Analyst I; Larry Fisk, Acting Superintendent; Jolene Jauregui, Recreation Services Supervisor
 - d. Recorded By: Stephanie Garcia, Executive Assistant
3. **ITEMS FROM THE AUDIENCE:** Mayor Maciel, 210 Forest Hills Drive, gave an apology to the Parks Commissioners for not acknowledging those who attended the Joe Wilson Pool Ribbon Cutting event on June 1, 2016. He also thanked them for everything that they do.

Christopher Miller, 1241 Claremont Ct., addressed the need of a dog park on the south side of town. He volunteered his time to get the project going and said that the park behind Wanda Hirsch School is being utilized as a dog park by the neighboring residents and asked if a fence could be put up for the purpose of a dog park. As a representative to the Parks Foundation, Commissioner Jimenez requested his contact information so that she can bring this forward.

4. **APPROVAL OF MINUTES FROM THE REGULAR MEETING ON MARCH 3, 2016**
 - a. Motion: Levoit
 - b. Second: Gouveia
 - c. Abstain: Birk, Douglas, Jimenez
 - d. Vote: Levoit, Gouveia, Johnson, Saltzman

APPROVAL OF MINUTES FROM THE SPECIAL MEETING ON MAY 5, 2016

- a. Motion: Gouveia
- b. Second: Birk
- c. Abstain:
- d. Vote: Majority; Saltzman absent

The vote to accept the Fee Schedule regarding parade fees will read, passed by a 5 to 1 vote. Commissioner Gouveia made a motion to accept the minutes as amended and Commissioner Birk seconded the motion.

APPROVAL OF MINUTES FROM THE REGULAR MEETING ON MAY 5, 2016

- a. Motion: Douglas
- b. Second: Gouveia
- c. Abstain: Saltzman
- d. Vote: Unanimous

On Page 3 of 4, Item 8 - Items from the Commission, first paragraph, strike the word Budapest and insert Blues and Brews event. Vice Chair Douglas made a motion to accept the minutes as amended and Commissioner Gouveia seconded the motion.

5. NEW BUSINESS:

a. Receive presentation of Tracy Hills Park Conceptual Plans

John Palmer, Co-Project Manager of Tracy Hills, introduced his team Drew Kusnick, Sr. Vice President of Integral Communities; Mike Souza, Co-Project Manager of Tracy Hills; Carol MacFarlane, Landscape Architect of Forma Design. Mr. Palmer thanked Andre Pichly, Director of Parks and Recreation; Don Scholl, Director of Public Works; Janet Baniewich, Development Services Landscaping Consultant.

Mr. Palmer and his team clarified questions from the Commission and listened to comments on the following for Phase I:

- Locations of the surrounding schools
- Sand in the playground areas
- The timeline of the build-out of the Tracy Hills Development
- Not enough restroom stalls in the parks
- Tracy Hills HOA fees
- The maintenance of the parks
- The Amphitheatre seating arrangements
- Additional basketball courts
- Dog Park dispenser bags and access to drinking fountains
- Outdoor exercise equipment for seniors and adults
- Fencing from Tracy Hills to the California Aqueduct
- Neighborhood parks vs mini parks
- Indoor recreation facility
- Connectivity to the overall City Bike Master Plan

Mr. Pichly will research the status on the Bike Master Plan from the California Aqueduct bike trail to Tracy Hills on whether or not it's planned, in a conceptual phase, or is funding allocated.

b. Review, discuss and recommend procedures relating to enforcement of sports field user group alcohol violations – The Commissions' general consensus on what constitutes an alcohol violation is presence of people consuming alcohol during a permitted rental.

Recommendations and/or suggestions to the renters are:

- A violation fee
- A flyer to be distributed to the leagues with the important rules and regulations
- Flyer will be in English and Spanish

Audience comments: Robert Tanner, 1371 Rusher Street, asked if there were "no drinking alcohol" signs posted at all the sports fields and are they large enough to be read. Staff said there are signs posted at the Tracy Sports Complex and Veteran's Park.

Alice English said that the leagues already know that no alcohol is permitted during field use. She suggested a "no drinking alcohol" sign that shows a picture with a red line through it for the non-readers.

6. ITEMS FROM STAFF:

a. Parks & Recreation Director Report:

Mr. Pichly said the new title to the Parks and Community Services Department is now the Parks & Recreation Department. The department name has been changed on Facebook and changes will soon take place on the City website. The name change will not necessarily affect the Commission at this point but he will look into it.

1. Projects Update

- Legacy Fields, Phase I, is moving along and the Use Agreements will be updated with the leagues. The City is in an ENRA with the Land Group to see if they want to do something with Phase II
- The City is continuing with the Aquatics Design workshops for the Aquatics Center located at Corral Hollow and Middlefield. The next workshop will be with the South Side Community Organization (SSCO) on Wednesday, June 22, 6:00pm.
- The top three priorities for the renovation at the Community Center are as follows: 1) Office space 2) dividers in main hall and 3) facelift in the restrooms
- \$70,000 has been allocated to the Senior Center for upgrades, once the budget is approved.
- Mr. Pichly met with the police department and spoke to the SSCO to discuss the challenges they are facing with the homeless at McDonald Park.
- The Joe Wilson Pool has had a few delays but is scheduled to open Monday, June 13, 2016.

Chair Johnson commented on the CIP Council meeting on May 10. She understood that within the budget the Council was to proceed with the permanent restrooms at Legacy Fields. Mr. Pichly clarified that the meeting was a workshop and that the restrooms haven't been eliminated but are on a list that the Council will have a chance to choose from.

2. Brief video presentation – Mr. Pichly provided a short video from the City of Austin to show what other agencies are doing around the country.

b. Recreation Division Update: Jolene Jauregui gave the following update:

1. Upcoming Events and Programs

- Swim lessons will begin on Monday, June 13, 8:00am and Recreation swim will begin at 12:30pm. Due to the delay, staff has contacted the participants who've been understanding and positive about the change. The swim lessons went from a nine day session to five days that will be prorated. The Junior Giants have 500 youth enrolled with 40 volunteers. This year the Giants Foundation created a girls' softball league for ages 7 – 9 years old and 62 girls have enrolled. Summer girls' softball camp has 60 registered for next week that will be held at the Sports Complex.
- Older American's Month in May, Open House, and the Health Fair event, to name a few, went very well for the seniors.
- Girls Night Out! Was a great turnout with 30 vendors and about 400 ladies at the Downtown Plaza.

- Tomorrow night is the kickoff for the Summer Block Party Series with Latin Essence from 6 – 9pm. Mamas and Tapas food truck along with Kona Ice will be there.
- 2. Senior Concerns/Comments Quarterly Update
 - In the last three months there was one comment which has been addressed.
- 3. Community Conversation 5/11/16 Update
 - In attendance were 12 community members that included seniors, downtown merchants, and Commissioners. The top three topics were: 1) Programming, 2) Transportation, and 3) Multi Generation Center. The subcommittee will meet to provide direction on how to meet the needs and give staff ideas.
- c. Community Facilities Division Report: Christine Mabry gave the following updates:
 - The fields were busy during the Memorial Day weekend with picnics, birthday, and graduations.
 - One hundred soccer teams participated in the Orange Bowl Tournament held at Plasencia Fields this weekend
 - Staff designated a specific RV parking location
 - The bike lanes were extended to provide extra parking along the street
 - Staff worked with Economic Development to provide the surrounding shopping centers advance information regarding the tournament
 - Last year, the Community Facilities Division implemented the online picnic reservations. This year, there were 15 reservations in May alone compared to last summer which had just a few.

Vice Chair Douglas asked if the nearby residents could be notified prior to a tournament. Staff said they are working on an internal calendar of events to determine what could be placed on the City website.

- d. Public Works Parks Maintenance Division Report:
 - 1. Parks Division Update – Mr. Fisk gave the following updates:
 - The Sports Complex parks crew is core aerating the soccer fields to help with the compaction of the Orange Bowl soccer tournament that had over 100 teams.
 - The bids for repainting the locomotive train at Dr. Powers are in progress.
 - The Parks crew will be touching up Lincoln Park for the Juneteenth event this weekend.
 - LMD irrigation crew is in the process of getting water adjusted in the LMD parks and streetscapes along with irrigation repairs.
 - XL Landscape continues to move forward in getting all parks and streetscapes cleaned up. They're mowing the weeds in the channel ways along with shrub pruning, sound wall trimming and cleanup.
 - West Coast Arborist replanted 65 trees in zones 19, 20, and 33 along with responding to service requests and emergency tree problems.

7. ITEMS FROM THE COMMISSION:

- Commissioner Levoit thanked Mayor Maciel for his apology to the Commission for not recognizing those who attended the Joe Wilson Ribbon Pool Ribbon Cutting event. He would like to have Movies on the Hill at Dr. Powers Park and will work with staff to make it happen. Mr. Pichly will bring this up to his staff. Commissioner Levoit asked for an update on the bricks at MacDonald Park. Staff will follow-up and advise.
- Vice Chair Douglas said that she was involved with Youth Advisory Commission interviews and said that they are a smart bunch of kids and that she enjoyed it.
- Commissioner Saltzman expressed her excitement about attending the Joe Wilson Pool Ribbon Cutting event.
- Commissioner Jimenez invited the Commission to the first Block Party event at the Downtown Plaza tomorrow night. She will be volunteering at the beverage booth to help support the Parks Foundation. On Saturday, she will be attending a workshop in Antioch for Commissioners from the various cities and will gather information and report back to the Commission in July.
- Chair Johnson is working with the golf course and the City to offer some services. The President, Dr. Bob, is fully on board.

8. ITEMS FROM THE AUDIENCE: None at this time.

9. ADJOURNMENT:

- a. Motion: Vice Chair Douglas
- b. Second: Commissioner Gouveia
- c. Vote: Unanimous
- d. Time: 9:59 p.m.

CITY OF TRACY
PARKS & COMMUNITY SERVICES COMMISSION MEETING
July 7, 2016

AGENDA ITEM 5.c

REQUEST

HEAR APPEAL OF FACILITY PERMIT SUSPENSION FOR TRACY SUNS S.A.

BACKGROUND

Tracy Suns S.A., a local soccer organization, has repeatedly violated the City's Sports Field Rental Handbook and was given a written notice of suspension of their facility permit for their 4th violation. Over the years, the City has documentation of past violations and failures to correct the behavior. Tracy Suns S.A. has requested the Parks and Community Services Commission hear their appeal.

DISCUSSION

The purpose of the City of Tracy's Sports Field Rental Handbook is to provide comprehensive information and a transparent allocation and process to permitted users. Included in the Handbook is information regarding the annual field allocation process, priority classification of users, use fees, and policies and procedures that apply to use of the sports facilities.

Each year, prior to the Annual Sports Field Allocation Process, City staff hosts a meeting for all sports user groups at which a copy of the current Handbook is provided, and policies and procedures are reviewed. At the conclusion of the meeting, a representative from each organization is asked to sign an Acknowledgment Form indicating they will be responsible to ensure their entire organization will abide by the Handbook policies and procedures.

The Tracy Suns S.A. organization has received two previous suspensions due to violations of the City's policies and procedures. They were issued a 2-month suspension of their facility permit on January 7, 2015, for their 2nd violation of the Sports Field Reservation Handbook. On September 9, 2015, Tracy Suns S.A. was provided with the final terms of their 3rd violation of the Handbook, which consisted of a 3-month suspension of permit privileges and loss of scheduling priority for the 2016 field allocation year for the entire organization.

On June 15, 2016, the Parks & Recreation Director issued a notice of suspension of Tracy Suns S.A.'s adult league permit due to multiple violations of the Handbook, in accordance with the terms listed in the September 9, 2015, suspension letter should a 4th violation of the Handbook occur. Three separate alcohol violations were observed and recorded by the Facility Attendant on May 15 and June 5, as well as a failure to exit the field at the permit end time on May 22.

Staff has provided the Commission with the Notice of Suspension (with accompanying documentation) as an attachment for more details. Because the Handbook violations occurred on the adult league permit, City staff is recommending the consequences be

applied to the Tracy Suns S.A. adult league permit and that the youth permit be excluded from the permit suspension and loss of scheduling priority.

Tracy Suns S.A. has submitted a request to appeal to the Parks and Community Services Commission.

Per the Parks and Community Services Commission by-laws, the Commission shall hear the appeal of the facility permit suspension at the July 7, 2016 meeting.

RECOMMENDATION

That the Parks and Community Services Commission hear the appeal of the facility permit suspension for Tracy Suns S.A., and provide a recommendation to staff.

Prepared by: Christine Mabry, Management Analyst I

Reviewed by: Ed Lovell, Management Analyst II
Don Scholl, Public Works Director

Approved by: André Pichly, Parks & Recreation Director

ATTACHMENTS:

Attachment A: Suspension Notice – Tracy Suns
Attachment B: Tracy Suns Request to Appeal



ATTACHMENT A

City of Tracy
333 Civic Center Plaza
Tracy, CA 95376

PARKS & RECREATION DEPARTMENT
Community Facilities Division

MAIN 209.831.6200

FAX 209.831.6218

www.ci.tracy.ca.us

June 15, 2016

Mario Guerrero
Tracy Suns S.A.
450 E. Eleventh Street
Tracy, CA 95376

Re: Failure to follow the City of Tracy's Sports Field Rental Handbook policies – 4th Violation

Dear Mr. Guerrero:

This is a written notice of suspension issued to you for Tracy Suns S.A.'s failure to follow the City of Tracy's Sports Field Rental Handbook. The City has documented multiple violations of City policies by Tracy Suns S.A. adult leagues.

On Sunday, May 15, the Facility Attendant on duty documented in the daily report (Attachments 1a and 1b) two separate incidents of adults consuming alcohol at the Tracy Ballpark during the Tracy Suns S.A. adult league permitted time. Coming upon the first group, the Facility Attendant instructed the men to dispose of the alcohol, and immediately made a phone call to notify the Mr. Guerrero with no answer. The Facility Attendant came upon a second group of men drinking alcohol and then made a concentrated effort to locate Mr. Guerrero, who was playing soccer in another area. Once he was located, the Facility Attendant indicated the alcohol consumption, and directed Mr. Guerrero to address the issue.

On Monday, May 16, the Recreation Coordinator made a follow up phone call to Mr. Guerrero to reiterate the "no alcohol" policy and that the permit holder is responsible to make sure no alcohol is present during the permitted rental times.

On Sunday, May 22, the Facility documented in the daily report (Attachment 2) that Tracy Suns S.A. was still present on the Tracy Ballpark South Diamond at 4:15 pm, when the permit ended at 4:00 pm.

On Sunday, June 5, at 8:02 am, the Facility Attendant on duty reminded Mr. Guerrero in person while at the Tracy Ballpark, as a courtesy, to make sure there was no alcohol on site, and documented it in the daily report (Attachment 3). According to the daily report (Attachment 4), at 2:37 pm on the same day, a Mr. Guerrero notified the Facility Attendant by phone that there were people drinking in the Tracy Ballpark parking lot during his rental time. When he went to address them, "he was ignored and they continue to drink there." The Facility Attendant called the Tracy Police Department, and observed that officers were onsite by 2:48 pm and addressing the people who had been drinking.

June 15, 2016

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The combination of these incidents indicates an inability by Tracy Suns S.A. to consistently enforce City policies and procedures during their adult league rental times.

The City of Tracy Sports Field Reservation Handbook (9/28/15) states, regarding **Alcohol Consumption/Public Intoxication** (p. 12):

The consumption of alcohol is not allowed in any City sports park or parking lot. As the renter, it is your responsibility to make sure that no alcohol is present during the time of your rental. Those who are witnessed consuming alcohol or who appear to be intoxicated will be asked to leave the premises. The Tracy Police Department may also be notified.

In the letter, "Final Terms of 3rd Violation of City of Tracy Sports Field Rental Handbook," dated September 9, 2015 (Attachment 5), you were notified that the following consequences would be applied should your organization fail to follow Sports Field Rental Handbook policies for a fourth occurrence:

(Y)ou shall receive immediate suspension of your current permit, suspension of rental privileges for the following allocation year, plus loss of priority for an additional calendar year's field allocation. In addition, the Parks and Community Services Commission has requested to be informed of future violations.

Therefore, the following measures shall be applied to the Tracy Suns S.A. adult league effective immediately:

- **Immediate suspension of adult league permit privilege for use of City of Tracy Sports fields for the remainder of the 2016 calendar year.**
The permit suspension includes use of any first come, first served parks for the purposes of soccer games, which require a permit. Practices in first come, first serve parks are allowable. Please note that Plasencia Fields and soccer fields at the Tracy Sports Complex are permit-only fields and may not be used on a drop-in basis.
- **Suspension of adult league permit privileges for the 2017 field allocation year.**
The same conditions apply as listed above for permit suspension and use of fields.
- **Loss of scheduling priority for adult leagues for the 2018 field allocation year.**
Applications for adult leagues will be considered as Priority Classification G, according to the Sports Field Reservation Handbook Field Allocation Priority Classifications.

If adult leagues in your organization are found to be utilizing sports fields for the purposes of soccer games during your suspension period, participants will be asked to vacate the fields, and your organization will be charged with an additional violation. These actions are being taken in accordance with the City of Tracy policies and procedures as detailed in our Sports Field Reservation Handbook - which you have acknowledged reviewing and have signed (Attachment 6).

According to the City's sports field rental policy, fields that were originally issued to you in the 2016 calendar year will be released on a first-come, first-served basis. Rental fees shall be returned to you per the cancellation policy in the Sports Field Reservation Handbook.

June 15, 2016

Page 3 of 3

Should continuing violations of the City's Sports Field Allocation policies and procedures occur, further disciplinary action shall be taken, up to and including permanent suspension of rental of City of Tracy facilities.

According to the Tracy Municipal Code, section 4.16.160, your organization has the right to appeal the suspension directly to the Parks and Community Services Commission. To submit your appeal, you must complete and submit the Request for Appeal Form (Attachment 7) to the Community Facilities Division no later than Thursday, June 30, 2016, to be placed on the agenda. The next Commission meeting shall take place on Thursday, July 7, 2016, at 7:00 pm in City Hall Council Chambers.

The City of Tracy takes the violation of policies and procedures seriously and expects your cooperation moving forward.

Thank you,


Andrea Pichly
Parks & Recreation Director

CC Don Scholl, Public Works Director
Larry Fisk, Acting Superintendent, Parks, Sports Fields & Trees Division
Ed Lovell, Management Analyst II
Christine Mabry, Management Analyst I
Jun Gandia, Recreation Coordinator I

Enc Attachments 1a and 1b: Facility Attendant Patrol Log, 5/5/16
Attachment 2: Facility Attendant Patrol Log, 5/22/16
Attachment 3: Facility Attendant Patrol Log, 6/5/16 (Terri)
Attachment 4: Facility Attendant Patrol Log, 6/5/16 (Elyssa)
Attachment 5: Letter, Re: Final Terms of 3rd Violation of City of Tracy Sports Field Rental Handbook, 9/9/15
Attachment 6: *City of Tracy Sports Field Reservation Handbook 9/28/15:*
Acknowledgement Form, Tracy Suns S.A. 10/15/15
Attachment 7: Request for Appeal Form

FACILITY ATTENDANT PATROL LOG

DATE: MAY 15-16EMPLOYEE: Terri

TIME	LOCATION	INCIDENT-ACTION
1245	Civic Center	Clear - Locked - Automatic Doors are not working only the door side opens.
110	T.B.Po	There is a Tent set up with 3 tables selling food - also two groups of men along the fence drinking Alcohol, Mario was playing Soccer (But I did speak to him about what I SAW). 06
135	Got A call	From Elysa - she said she was going to be a little late. I will stay on till she gets here.
150	Complex Room	Clear - Locked - Alarm - B Rooms Locked
154	Pladonsk	Crickett
201	Station	OPEN - Rooms
	Realline Parik	↳ out
T	T.C.C.	Rental
235	Base civic	off 06

TSM

Sunday May 15th, 2016

Went to TRACY BALL PARK, Parked on BESSIE across the street from the Ball Park. got to the fence line on the North Diamond First Group of men, were drinking alcohol, I asked them to please get rid of their alcohol. That there was ~~not~~ no alcohol allowed on the field, so I got on the phone to call (Mario) he didn't answer. So I keep walking and there was another group of men drinking alcohol, so I called Cristine to see if Mario added a vendor to sell food drinks. And I also told her that I tried calling MARIO still no answer. So I go to the text where @ the lady was & asked if she was part of MARIO's Permit & she said yes. I asked her where was Mario, she said he is playing soccer. So I get on the field call out to Mario & flagged him to come to me. So he did & I said to him that there are ~~two~~ groups up by the fence drinking alcohol, so he ran over there to talk to them. I did also tell MARIO that I would let Cristine know about @ the vendor and the alcohol.

FACILITY ATTENDANT PATROL LOG

ATTACHMENT 2

DATE: May 22 2016

EMPLOYEE: Alyssa

TIME	LOCATION	INCIDENT-ACTION
1:30	Base	On
2:00	Thommg	Back to back check out / check in.
		Ralph emptied garbages / check out left early.
2:12	Veterans	Baseball diamond in use / statepark in use.
		Picnic Area in use.
2:34	Tsc	All fields clear.
2:54	Placencia	
3:04	Veterans	Picnic Rental called for early check out.
		Locked Restroom
3:27	Galli	Ball diamond clear / 1 Bathroom open.
3:30	Mude Band	Ball diamond clear / 1 Bathroom open.
4:15	TBP	Morro's league taking down goals on North field /
		South field <u>went over rental time</u> and is still
		finishing a game. <i>AM</i>
4:30	Zanussi	check out / locked Bathrooms.
4:45	Placencia	Cricket field in use
5:06	Thommg Thommg	checked on Rental / Tennis courts in use
5:19	Veterans	Ball diamond in use.
5:49	TSC	Players showing up for practice on field 4 <i>AM</i>

FACILITY ATTENDANT PATROL LOG

DATE: June 5

EMPLOYEE: Terri

TIME	LOCATION	INCIDENT-ACTION
730	CWIC	on
	Placensia	Unlocked Gates
802	T.B.P.	Unlocked Bathrooms - Also Asked MARIO
		to watch his field & make sure there is NO Alcohol Drink
		Because to be walking the fields
813	Legacy	Gates Closed
819	DR. FLOWER	Tennis Courts in USE.
825	Gall Park	Unlocked B-Room
828	Clyde Bland	Unlocked B-Room
900	Station	Unlocked Room (103) ✓ - IN
915	Civic Center	Unlocked Room & DODGE'S
950	Station	Unlocked Rm (105)
1010	T.C.C.	Unlocked - ✓ - IN
1030	T.S.C.	Unlocked - Room - B-Rooms
11:02	Placensia	Soccer (2-3) CRICKET (4)
1120	Lincoln Park	OK
1123	CWIC	Church
1125	T.C.C.	Church
1130	Station	Church

JPM

FACILITY ATTENDANT PATROL LOG

DATE: 6/5/10EMPLOYEE: Pluzser

TIME	LOCATION	INCIDENT-ACTION
2:30	Base	
2:37	Call-Marro JG	called to let us know that there were people drinking in the parking lot / he notified them that they could not be drinking on the fields or in the parking lot, he was ignored and they continue to drink there. - called pd and asked if they could have someone drive by to see if pd showed up yet and they were already talking to the people drinking in parking lot
2:48	TBP	drive by to see if PD showed up yet and they were already talking to the people drinking in parking lot.
3:00	JTS	Ferr let me know that she talked to renter and they asked to be let in at 3:00 / did check in and let opened dumpster.
3:19	TCC	checked in Rental / still cleaning up, almost done
3:27	Placerica	Parking lot clear / locked gate / cricket still playing.
3:33	TBC	All Soccer and Baseball fields clear.
3:42	TCC	check out / locked all doors / locked dumpster gate.



City of Tracy
333 Civic Center Plaza
Tracy, CA 95376

PUBLIC WORKS DEPARTMENT
Community Facilities Division

MAIN 209.831.6200
FAX 209.831.6218
www.ci.tracy.ca.us

September 9, 2015

Mario Guerrero
Tracy Suns S.A.
450 E. Eleventh Street
Tracy, CA 95376

Re: Final Terms of 3rd Violation of City of Tracy Sports Field Rental Handbook

Dear Mr. Guerrero:

The purpose of this letter is to document the final terms for the Tracy Suns S.A. organization for a third violation of the Sports Field Rental Handbook.

The original notice of suspension, dated August 19, 2015, was appealed to the Parks and Community Services Commission at their September 3, 2015 meeting. After hearing your appeal, the Commission voted to reduce your permit suspension to three months and to maintain your organization's loss of scheduling priority, and recommended the suspension begin at the start of next year's season in March 2016.

Following the recommendation from the Commission, you contacted Community Facilities Division staff to request to keep the original schedule of the suspension beginning in September, which staff has accepted.

The final terms of your 3rd violation are as follows:

- **Three (3) month suspension of permit privileges for City of Tracy sports fields, effective September 16 – December 15, 2015.**
This permit suspension includes use of any first come, first served parks for the purposes of soccer games, which require a permit. Practices in first come, first served parks are allowable. Please note that Plasencia Fields and soccer fields at the Tracy Sports Complex are permit-only fields and may not be used on a drop-in basis.
- **Loss of scheduling priority for the 2016 field allocation year.**
Applications for youth will be considered under classification F, while applications for adults will be considered as Priority Classification G, according to the Sports Field Rental Handbook Field Allocation Priority Classifications.

If your organization is found to be utilizing sports fields for the purposes of soccer games during your suspension period, participants will be asked to vacate the fields, and your organization will be charged with an additional violation.

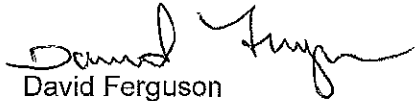
September 9, 2015

Page 2 of 2

Should your organization fail to follow Sports Field Rental Handbook policies for a fourth occurrence, you shall receive immediate suspension of your current permit, suspension of rental privileges for the following allocation year, plus loss of priority for an additional calendar year's field allocation. In addition, the Parks and Community Services Commission has requested to be informed of future violations.

The City of Tracy takes the violation of policies and procedures seriously and expects your cooperation moving forward.

Thank you,



David Ferguson
Public Works Director

CC Don Scholl, Superintendent, Parks, Sports Fields & Trees Division
Brian MacDonald, Management Analyst II
Christine Mabry, Management Analyst I
Jun Gandia, Recreation Coordinator I

SPORTS FIELD RESERVATION HANDBOOK ACKNOWLEDGEMENT FORM

I, Mario Guerrero have read and understood the policies and procedures contained in the City of Tracy, Sports Field Rental Handbook, and agree to abide by them. I have retained a copy of the Handbook for my reference and will share the information contained in the Handbook with the organization or league that I represent.

I understand that, as the representative of my organization or league, I am responsible for any and all conduct by players, parents, coaches, and visitors, both on and off the field, while on City property and for enforcing the policies and procedures set forth in this Handbook.

I understand that the City of Tracy has the right to stop all play, cancel and/or revoke my Facility Use Permit, if a violation of the policies and procedures contained in the Handbook are made by me, a coach, player or other league representative(s).

Mario Guerrero
Printed name of facility user

[Signature] 10-15-15
Signature of facility user Date

Asociacion de clubs Unidos / Tracy Sns S.A.
Name of organization



Request for Appeal

Name / Organization: _____

Address: _____ City _____ State _____ Zip _____

Home # _____

Cell # _____

Contract / Permit # _____
(Required)

Work # _____

Please detail the grounds for your appeal below. Additional pages may be used if more space is needed.

I, as an official representative of the organization and/or whose name appears on the contract / permit # stated above, by signing below verify that the information contained in this appeal is true and correct to the best of my knowledge, and that I have read and understand the policies and procedures pertaining to the appeal process.

Signature _____

Date _____

Tracy Municipal Code section 4.16.160 provides, in part, as follows: This appeal must be filed with the Parks and Recreation Director and state the grounds for appeal. Regular meetings of the Parks and Recreation Commission are scheduled in accordance with section 2.04.020 of the Tracy Municipal Code (usually the first Thursday of each month). The appeal must be filed no later than noon on Thursday a week preceding the Parks and Recreation Commission meeting to be placed on the next regular meeting's agenda. The decision of the Parks and Recreation Commission may be appealed to the City Council who has final authority. Please be advised that, if there is insufficient time for a timely appeal to be heard by the Parks and Recreation Commission prior to the date on which the event is scheduled, the applicant may, at his or her option, request the Parks and Recreation Director to schedule the appeal to be heard before the City Manager. The City Manager shall attempt to hold a hearing no later than three (3) business days after the filing of the appeal, and shall render his decision no later than two (2) business days after hearing the appeal. If the appeal is heard before the City Manager, the City Manager's decision is final.



Request for Appeal

Name / Organization: Tracy Sun's Soccer Academy

Address: 450 E 11th st City Tracy State CA Zip 95376

Home # _____

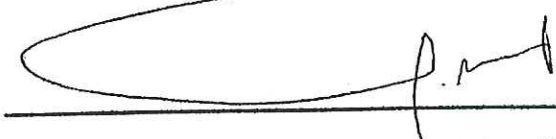
Cell # 209-346-7166 Contract / Permit # 1094
(Required)

Work # _____

Please detail the grounds for your appeal below. Additional pages may be used if more space is needed.

First of all, we want to apologize to the City Of Tracy and to the council for the violations that occurred during our adult permit. We have tried our best to keep everything under control and follow the policies that are in the handbook. The violation that occur with alcohol we had tried our best to avoid situation like these we had warn our teams. However, a group of people decided to ignored our warnings. We had warn them about consuming alcohol during our times but they did not care. The Sunday that violation occur we had talked and warn the people who were consuming to leave the area but they just ignore us. They had at least 2 people from our staff to leave the parking lot or stop drinking they just kept ignoring us. As president of the league I know it is my responsibility to keep things order for that reason I had to call one of the staff of the

I, as an official representative of the organization and/or whose name appears on the contract / permit # stated above, by signing below verify that the information contained in this appeal is true and correct to the best of my knowledge, and that I have read and understand the policies and procedures pertaining to the appeal process.

Signature  Date 6/29/16

Tracy Municipal Code section 4.16.160 provides, in part, as follows: This appeal must be filed with the Parks and Recreation Director and state the grounds for appeal. Regular meetings of the Parks and Recreation Commission are scheduled in accordance with section 2.04.020 of the Tracy Municipal Code (usually the first Thursday of each month). The appeal must be filed no later than noon on Thursday a week preceding the Parks and Recreation Commission meeting to be placed on the next regular meeting's agenda. The decision of the Parks and Recreation Commission may be appealed to the City Council who has final authority. Please be advised that, if there is insufficient time for a timely appeal to be heard by the Parks and Recreation Commission prior to the date on which the event is scheduled, the applicant may, at his or her option, request the Parks and Recreation Director to schedule the appeal to be heard before the City Manager. The City Manager shall attempt to hold a hearing no later than three (3) business days after the filing of the appeal, and shall render his decision no later than two (2) business days after hearing the appeal. If the appeal is heard before the City Manager, the City Manager's decision is final.

City of Tracy to call the police since the group of people who were consuming did not want to listen to us. After that Sunday those soccer players and the soccer team they were part of the league are no longer with us they were kicked out of our league. We are trying to take more action on issues like these, it's just very difficult. Being the president and not having much help it can be complicated to keep everyone under control. Especially now that I have my youth league in Placencia and my adult league in Ballpark I can't be in two places at the same time. I am trying my best and once again I am very sorry for the actions my people committed. We would like to have one more opportunity because it is unfair if we get suspended due to other people actions that they were out of our control. We have many adults who come on Sunday's to play soccer to have there once a week exercise to keep them healthy. If we get suspend many people will be affected, we are hoping for another and final chance. We are trying our best to keep everything under control.

**CITY OF TRACY
PARKS AND COMMUNITY SERVICES COMMISSION MEETING
July 7, 2016**

AGENDA ITEM 6.b

RECREATION DIVISION UPDATE

AQUATICS

By Jolene Jauregui

June 13 marked the first day of swim lessons for session 1 and Recreational Swim began on June 13. Additionally, session 2 was at max capacity and we look forward to a great summer. Recreational Swim averages 125 participants on a daily basis.



ATHLETICS

By Jolene Jauregui

Softball Leagues: The 2016 Summer Adult Softball league has reached the midway point of the season. This season there are 24 teams registered with 13 teams in the Men's Division and 11 in the Coed. Playoffs will begin Monday, August 1 for the coed division and August 5 for the men's division.

Youth Girls Softball Camp: In partnership with All-American Sports Academy, the City of Tracy hosted a Youth Girls Softball Camp June 6 through June 9 at the Tracy Sports Complex. There were 76 participants registered for the camp. The camp covered bunting, pitching, base running and game situations.



Junior Giants: The 2016 Junior Giants Baseball Season officially began with practices starting June 13 and the first pitch was June 28. This season there are 503 participants registered with over 60 coaches and volunteers. This season, there are 60 girls registered for a new softball division for girls ages 7 - 9. Games will be held at the Tracy Sports Complex and Clyde Bland Park.

SENIORS

By Jolene Jauregui

For the month of May there were approximately 2,945 repeat seniors that attended the Senior Center. Each week the Senior Center welcomes new participants into our programs. We had 16 new seniors visit and tour the center for the month of May.

In the month of May, the Senior Fitness programs had 957 repeat participants. A variety of fitness classes are offered Monday through Friday. Each class has very little to no impact on the body and is adaptable for every fitness level.

Throughout the month of May, the Senior Center served 306 hot lunches with an additional 12 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 June:

- On Wednesday, June 1st Senior Center staff hosted *Community Events in Spotlight*. There were 18 seniors and caregivers who enjoyed root beer floats as they listened to staff discuss upcoming programming and events at the Senior Center as well as throughout the community.
- The new Senior Gardening Series began on Friday, June 3rd. There were 13 seniors who learned how to plant and maintain vegetables. The seniors also made succulent gardens in treasure boxes.
- In partnership with the California Highway Patrol, the Senior Center hosted *Age Well, Drive Smart* seminar. There were 12 seniors who learned new driving skills that will help to keep themselves and others safe on the road.
- The last Senior Tuesday series of the season kicked-off with 6 seniors. Classes offered for the month of June included: Tai Chi, fabric painting & design, acrylic painting and pottery painting.
- The Grandparents & Me Picnic event was held on Wednesday, June 15th. There were 27 seniors and grandchildren who enjoyed a live magician act with Ravioli the Clown, face painting and balloon animals with Sparkles the Clown and fun concession items such as cotton candy and snow cones. The event ended with an ice cream sundae bar.
- The annual Lunch & a Movie event at the Grand Theatre was held on Tuesday, June 21st. There were 32 seniors who enjoyed lunch with friends and loves ones followed by popcorn and a fun summer movie.

Upcoming events and programs:

- The next session of the Senior Gardening Series will take place at Tracy's Nursery & Gardens. This month the seniors will be making water gardens that include a live Beta fish.
- The annual Senior Hawaiian Luau will take place on Wednesday, July 6th. Seniors will enjoy various dances performed by the Hula Halau 'O Ka'awai Polynesian dance group as well as Hawaiian food.
- On Wednesday, July 13th the Senior Center will host a seminar by DaVita Healthcare, *Kidney Smart* which will help seniors learn the signs and symptoms of kidney disease as well as how to manage and prevent kidney disease.

1. Senior Gardening Series
2. Senior Tuesdays
3. Grandparents & Me Picnic



SECIAL INTEREST

By Jolene Jauregui

For the month of June, Tai Chi had 18 participants registered. Tai Chi helps to reduce stress, increase relaxation and improve overall wellness. The Zumba/PiYo classes had an average of 20 participants for each class. Classes are offered 3 days a week and open to teens, adults and seniors. Participants can attend the Zumba Step, Zumba Toning, Zumba Gold or PiYo classes to help strengthen muscles.



SPECIAL EVENTS

By Jolene Jauregui

The Joe Wilson Pool Ribbon Cutting was held on June 1 where we were joined by dignitaries, along with city officials for the ceremony. Pam Wilson, a Wilson family representative spoke and was joined by members of the community to celebrate the Joe Wilson ribbon cutting. Over 100 members of the community enjoyed treats and beverages while taking tours of the new facility.



The Summer Block Party Series kicked off on Friday, June 3, 2016 with a Latin Rock theme, featuring live music from the *Latin Essence Band*. Mamas and the Tapas food truck sold food throughout the event. On Friday, June 17, 2016 was the Totally 80's themed Block Party, featuring a live performance by *Cover Me Bad* and food was sold by Doc's BBQ food truck. Over 600 community members filled the Downtown Plaza at each event.



The Downtown Tracy Art Walk kicked off on Friday, June 10, 2016. Participants were able to shop local downtown businesses while local visuals and performing artists took the streets in the Downtown area. The next Art Walk will begin on Friday, July 8.



The Movies on the Plaza series kicked off on Friday, June 25, 2016 where over 500 community members filled the plaza to see the free viewing of *Minions*. Free popcorn was given away and light concessions were sold. Additionally, Pink Turtle Ice Cream sold cool treats.



Staff is preparing for the upcoming events:

- Art Walk, July 8, 2016, 6pm to 8:30pm
- Block Party, Classic Rock & Roll, *Hot Rods Band* – July 15, 2016, 6pm to 9pm
- Movies on the Plaza, *Hotel Transylvania* – July 22, 2016
- Block Party, Motown Soul, *Capital City Band* – July 29, 2016, 6pm to 9pm

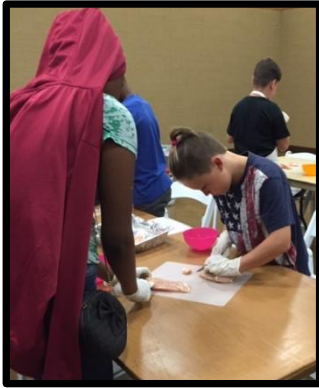
TEENS

By Jolene Jauregui

The *Girl Talk Camp* had 14 participants registered. The 3 day camp was offered the week of June 13 and the participants focused on building confidence, cyber bullying, fashion and eating healthy. Hector John, a downtown business owner and make-up artist gave a presentation on caring for your skin and make-up demonstrations, and Emma Rodriguez, a fitness coach with Tracy Crossfit taught the girls healthy diets and performed a workout routine.



The *So You Think You Can Cook? Camp* was full with 15 participants registered for June. The camp was taught by Tania Romero with *Sweet Tooth Bakery*. The camp focused on preparing healthy meals, helpful cooking tips and kitchen safety. The July *So You Think You Can Cook? Camp* is also full with 15 participants registered.



The *Siblings Watching Siblings Camp* had 8 participants registered for June. All participants created their own emergency plans and were CPR/First Aid certified. This camp prepared participants with age appropriate games, cooking skills, and diapering and feeding lessons.



The *Ready, Set, Bake Camp* was full with 16 participants registered for June. The camp was taught by Tania Romero with *Sweet Tooth Bakery*. Participants learned different baking techniques such as decorating cupcakes, making cake-pops and learned to make homemade frosting. The *July Ready, Set, Bake Camp* is also full with 15 participants registered.



CALIFORNIA ASSOCIATION of PARK and RECREATION COMMISSIONERS
and the CITY of ANTIOCH

COMMISSIONER and BOARD MEMBER TRAINING NOTES

June 4, 2016
Antioch Community Center
4703 Lone Tree Way
Antioch, California

FACILITATOR: Paul Romero, Executive Director, CAPRCBM

In addition to being the Executive Director of CAPRCBM, Mr. Romero is also the Director of Santa Clara County Parks. CAPRCBM is a statewide organization based in Folsom. The organization has 1,000 members, developed three nature centers and welcomes agencies and commissioners to join CAPRCBM.

HOST: Nancy Kaiser, Director of Antioch Parks & Recreation Department

Ms. Kaiser stated the City of Antioch has a population of 110,000 residents. The City is purchasing land to preserve as a wild life/nature reserve. The Department provides full time all day preschool to resident families; the program is at capacity. Antioch converted their former Sears building into the City's Senior Center. The City of Antioch used Mello Roos funding along with developers contributing funds to build a new modern community center. In my opinion, the Antioch Community Center is a showcase community center for other cities to model. There is a large spacious entrance with a welcoming staff station to greet guests. There are numerous meeting rooms and a huge kitchen that is fashioned similar to an operating restaurant with every amenity a cook would need.

THE AGENDA:

- Politics in Park and Recreation Agencies
- Legal Aspects of Being a Commissioner or Board Member
- Role of Commissioners and Board Members
- The Importance of Ethical Behavior
- Roundtable Discussion with Your Colleagues
- Benefits of CAPRCBM

POLITICS in PARK and RECREATION AGENCIES

Mr. Romero gave a brief overview of how we are authorized. According to Mr. Romero, there is a State Statue or Code which is the General Law that provides authority regarding park and recreation agencies. Ordinances govern what you do within boundaries of a Charter City. A Resolution is less controlling.

Legal Aspects of Being a Commissioner or Board Member

Local ordinances or state legislation defines the Commission or Board. The Advisory Commission or Board represents the views and needs of its community, but has no final

authority or responsibility for policy. It acts as a catalyst for public views and reports to the governing body. Members are usually appointed and inform elected officials of problems or issues.

ROLE of COMMISSIONERS and BOARD MEMBERS

You are the eyes and ears for your neighborhood and community. It is important that you are out in the community, visible and know the background of your city as you advise city council. Staff is there to assist and serve residents of your community. Recommend getting to know city staff. The City Manager's job is to control funds and has authority to spend funds.

An effective commissioner does the following:

- Gets involved.
- Listens to the community.
- Attends events.
- Is prepared for meetings.

Commissioners should work with staff to obtain mutual respect between the commission and staff. Promote a spirit of cooperation and teamwork with staff.

The Commission handles the "What".

The Staff handles the "How".

THE IMPORTANCE of ETHICAL BEHAVIOR

Assembly Bill – AB1234 provides for ethical training. Mr. Romero briefly reviewed the ethical training we receive by our City Attorney's office.

Anyone can request information under the Public Records Act. As a commissioner if you want to be quoted it is best to first put into writing what you want to say and review your statement. This assists in ensuring you are not misquoted.

Due process is to be open-minded and have no pre-determined thoughts.

ROUNDTABLE DISCUSSION WITH YOUR COLLEAGUES

This item on the Agenda was an opportunity for attendees to make statements regarding their departments and agencies and request advice from others.

It was noted that Los Angeles has an assessment fee which assists with funding.

The Homeless situation is a common theme in all of the cities represented at the meeting. How do you deal with people sleeping in parks? Recommendations are to be polite when addressing people who are homeless. Engage police officers to inform people that city law requires parks are closed when it becomes dark. This law is for everyone. Making statements such as this demonstrates fair treatment of all people in the city, whether you live in a home, apartment or are without a permanent residence.

Another topic was the need for a larger senior center. If you do not have Mello Roos fees and developer donations as Antioch received in building a new Multipurpose Center, what do you do to provide services to a growing population? Recommendation is to lease a property on a short or long term basis as is needed. Look for public facilities, store fronts to lease. Partner with your school district to determine if there is facilities availability to lease.

BENEFITS of CAPRCBM

Mr. Romero provided a brief overview of the benefits of becoming a CAPRCBM member. As a member you may attend numerous trainings and workshops regarding ethics, finance and engaging the public to name a few trainings that will assist you in your role as a commissioner. Members are informed of legislature that affects parks and recreation. Networking with other commissioners is an important role in becoming a member. The member fee is \$225.00.

NOTE: CAPRCBM will provide training in our city at no charge as long as we have a minimum of ten individuals register for the training. Our City of Tracy Parks Department can request to host a meeting.

CAPRCBM training notes taken by,

Linda Jimenez

City of Tracy Parks and Community Services Commissioner

CITIES REPRESENTED AT THE CAPRCBM TRAINING:

City of Antioch

City of El Cerrito

City of Fremont

City of Gilroy

City of Moraga

City of Tracy

City of Vacaville

Total years of service of those in attendance ranged from 2 months to 17 years.