

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, September 1, 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 – July 7, 2016
5. Old Business
 - a. Parks and Community Services Commission Goals
 1. Support Efficient Policies
 2. Community Involvement
 3. Park, Facility, and Sports Field Safety
6. New Business
 - a. Hear Offer by City Council to Present a Commission Annual Report to City Council Each Year
7. Items from Staff
 - a. Parks and Community Services Director Report
 1. Projects Update
 2. Brief video presentation

- b. Recreation Division Report
 - 1. Upcoming Events and Programs
 - 2. Senior Concerns/Comments Quarterly Update
- c. Community Facilities Division Report
- d. Public Works Parks Maintenance Division Report
 - 1. Parks Division Update
- 8. Items from the Commission
- 9. Items from the Audience
- 10. Adjournment to next meeting on October 6, 2016

POSTED: August 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
July 7, 2016

1. **CALL TO ORDER:** Vice Chair Douglas called the meeting to order at 7:01 p.m.
2. **ROLL CALL:**
 - a. Present: Vice Chair Douglas; Commissioners Birk; Gouveia; Jimenez; Levoit; Saltzman
 - b. Absent: Chair Johnson
 - c. Staff Present: André Pichly, Parks & Recreation Director; Don Scholl, 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 JUNE 2, 2016**
 - a. Motion: Commissioner Gouveia
 - b. Second: Commissioner Birk
 - c. Abstain:
 - d. Vote: Unanimous; Chair Johnson absent
5. **NEW BUSINESS:**
 - a. Election of Parks and Community Services Commission Chair and Vice Chair

Commissioner Gouveia made a motion to nominate Vice Chair Douglas as the Chair; Commissioner Jimenez seconded the motion and passed by unanimous vote. Commissioner Gouveia made a motion to nominate Commissioner Levoit as the Vice Chair; Commissioner Saltzman seconded the motion and passed by unanimous vote.
 - b. Discuss Permanent Restrooms in Future Neighborhood Parks

Upon consensus the Commission received the permanent restrooms in future neighborhood parks discussion.

Commissioner Levoit shared a resident's comment and said that she is concerned about the cleanliness of the restrooms at Cecilian Park. Mr. Scholl said that the restrooms are cleaned 2-3 times minimum during the week and checked and cleaned during the weekend, as needed.
 - c. Hear Appeal of Facility Permit Suspension for Tracy Suns S.A.

The Commission heard the appeal from Mario Guerrero, President of the Tracy Suns S.A. The Commission recommended to staff that the Tracy Suns S.A. adult league permit suspension and loss of scheduling priority be effective immediately.

Mr. Pichly gave the suspension measures for the adult league, as follows:

 - 1) Immediate suspension of the permit for the use of the City of Tracy sports fields for the remainder of the 2016 calendar year
 - 2) Loss of 2017 field allocation privilege
 - 3) Loss of scheduling priority for the 2018 field allocation

6. ITEMS FROM STAFF:

a. Parks & Recreation Director Report – Mr. Pichly gave the following report:

1. Project Update

- On July 5, 2016, the Parks & Recreation Department received a Proclamation from Council for Parks & Recreation Month for the month of July.
- The Airport Display Day event will take place on Saturday, July 16, 2016.
- Lease Agreements for Legacy Fields are currently being worked on by staff for the three leagues that have lease agreements.
- The last public outreach with the South Side Community Organization for the Aquatics Design will be on Wednesday, July 13, 2016.
- Mr. Pichly and Mr. Scholl are working on developing a MOU for the South County Park that would allow the County and City to enter into a discussion on development of the park.
- Joe Wilson Pool is up and running with lessons, recreation swim, and lap swim.

Chair Douglas received a couple of complaints that the pool schedule and scheduling of classes on the website is not user friendly.

Mr. Pichly will look into the complaint and will report back to the Commission. Mr. Scholl asked if the individual(s) would contact Christine Mabry and have her walk them through the process.

Commissioner Jimenez represents the Parks Foundation and asked if there was a need for the Foundation to consider expending any funds into the Joe Wilson Pool account for the purpose of swimming lessons for underserved students or children. Mr. Pichly said that he wasn't aware of any requests from the public but that she may want to check with the Boys and Girls Club.

2. Brief Video Presentation – Mr. Pichly provided two short videos from
1) Michigan Parks & Recreation and 2) Mecklenburg County Park & Rec

b. Recreation Division Report – Mr. Pichly gave the update in the Director's report

c. Community Facilities Division Report – Nothing to report at this time.

d. Public Works Parks Maintenance Division Report

1. Parks Division Update – Mr. Scholl gave the following report:

- On the operation side of the Joe Wilson Pool, a punch list is being worked on with the contractor and the engineering department.
- McGuire & Hester are the contractor for Legacy Fields and currently are working on a short punch list. The soccer field seeding was pushed back due to grading issues which may push back the availability of the fields.
- The Hoyt Park Playground project was awarded to a contractor and the playground will soon be removed and replaced in the near future.
- There are 150 – 180 trees currently being planted in the LMD Zones.
- Staff is working on addressing some issues and complaints regarding the El Pescadero Dog Park.
- The LMD contractor continues to make progress in some areas and some slide back in others.
- On July 5, 2016, Council moved the City's water ordinance from Phase IV to Phase II which lessens the water restrictions, which in turn, the water features have been turned on when temperatures reach 90 degrees or above.

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
 - Commissioner Jimenez said it was a worthwhile workshop that covered some topics such as the Brown Act and the role of government. She encouraged the Commission to visit the Antioch Community Center. The City of Antioch is willing to come to cities and provide a presentation, at no charge. The only requirement is that there must be 10 people registered in attendance. She said that an idea would be to bring the surrounding cities to this presentation in the next year or so. She also said that the Sports Authority is closing and if there could be talk and a partnership then perhaps it can be utilized for senior programming.
 - Commissioner Saltzman listened to the Council meeting on July 7th and said that the discussion about receiving yearly reports from the Commissions was confusing and if the Council was to read the minutes then that would keep them from another bureaucratic procedure. Mr. Pichly will place this item on the August agenda for discussion.
 - Commissioner Birk and Commissioner Gouveia said that the Fourth of July event brought in 940 community members for breakfast which was a record for the Tracy Breakfast Lyon's Club.
 - Commissioner Jimenez asked about vehicles on the lawn area during the Fourth of July event. Mr. Scholl said that this is a common problem and this will be brought to the Chambers' attention during the debriefing for this event.
 - Commissioner Levoit said that he thought the Fourth of July and the Music in the Park events could have been spread out instead of in the same week. He said, perhaps that spreading out the events to have a longer season would work best for the community.

- 8. ITEMS FROM THE AUDIENCE:** Robert Tanner said that last year it was brought forth to Council that the County wanted to build a County park and have the City maintain it. He said that the County should maintain its own park and not the City due to the high expenses to maintain a County park.

9. ADJOURNMENT:

- a. Motion: Commissioner Levoit
- b. Second: Commissioner Gouveia
- c. Vote:
- d. Time: 8:18 p.m.

CITY OF TRACY
PARKS & COMMUNITY SERVICES COMMISSION MEETING
September 1, 2016

AGENDA ITEM 6.a.

REQUEST

**HEAR OFFER BY CITY COUNCIL TO PRESENT A COMMISSION ANNUAL REPORT
TO CITY COUNCIL EACH YEAR**

BACKGROUND

On July 5, 2016, the City Council heard a staff report updating them on the role and responsibilities of City Commissions. Those commissions include the Planning Commission, Measure E Residents' Oversight Committee, Parks & Community Services Commission, Transportation Advisory Commission, Youth Advisory Commission, and Tracy Arts Commission. After some discussion about the report, Council decided that each commission that does not already present an annual report to Council should have the option to present annually to the Council if there is agreement by that commission to do so.

DISCUSSION

Council indicated that the Planning Commission does not need to present an annual report to as they receive information from Planning Commission activity at nearly every Council meeting.

The Youth Advisory Commission (YAC) shares an annual report with the Council every January and, while staff prepares the report and presentation slideshow, the YAC is the only commission where commissioners present their report in-person. The Measure E Resident's Oversight Committee presents an annual written report documenting its findings to the City Council in February of each year. The final report will take place in 2017.

Parks & Recreation department staff prepares the Senior Citizen Annual Report and slideshow for the City Council, which takes place in January of each year, but commissioners for the Parks & Community Services Commission are not involved in the presentation itself.

Neither the Transportation Advisory Commission nor the Tracy Arts Commission present annually to City Council.

Should this commission decide to exercise the option of preparing and presenting an annual report to Council each year, it would need to determine the tone of the report (metric-based, anecdotal, or a hybrid), identify resources needed for the development of the report (staff time, computer access, etc.), and select a time of year for presenting.

As this commission does not currently present an annual report to City Council, staff encourages the commission to discuss the following:

- Does the commission need to present annually or is there sufficient communication of issues between the commission (via staff) and the Council regarding issues that commission addresses?
- Are commissions willing to develop and work on a plan to meet a goal for delivering an annual report to City Council each year?

Realistically, department staff will need to be involved in the process of developing and writing an annual commission report, which would include the writing of a staff report, and possibly the creation of a PowerPoint slideshow. This would be additional work for staff, but it is manageable.

RECOMMENDATION

That the Parks and Community Services Commission discuss the option offered by City Council to present an annual report to City Council regarding commission activities, and decide the following:

- a) To exercise the option offered by Council and to present an annual report each year, including the month the presentation will be given; or
- b) To decline the option offered by Council and to present an annual report each year, as communication between the commission and Council is sufficient.

Prepared by: André Pichly, Parks & Recreation Director

Reviewed by: Kim Scarlata, Division Manager
Christine Mabry, Management Analyst I

**CITY OF TRACY
PARKS AND COMMUNITY SERVICES COMMISSION MEETING
September 1, 2016**

AGENDA ITEM 7.a.

RECREATION DIVISION UPDATE

AQUATICS

By Jolene Jauregui

Sunday, August 28 marked the final session of aquatics programming with Recreational Swim at the Joe Wilson Pool. Recreational Swim averaged 100 participants on a daily basis. Swim lessons for all five sessions were at max capacity.



ATHLETICS

By Jolene Jauregui

Softball Leagues: The 2016 Fall Adult Softball Season is officially underway. The fall season began on Monday, August 22 with the 12 teams in the coed division and the first pitch for the men's division was Friday, August 26 with 12 teams.

Junior Giants: The 2016 Junior Giants Baseball Season concluded on August 4. This season there were 508 participants registered with over 65 coaches and volunteers. The new girls softball league was a huge success with 60 girls enrolled. The City of Tracy Junior Giants Night at AT&T Park was held on August 16 and 306 participants from Tracy attended.



SENIORS

By Jolene Jauregui

For the month of June there were approximately 2,744 repeat seniors and 2,789 in July that attended the Senior Center. Each week the Senior Center welcomes new participants into our programs. We had 13 new seniors visit and tour the center for the month of June and 18 in July.

In the month of June, the Senior Fitness programs had 665 repeat participants and 945 in July. 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 June, the Senior Center served 323 hot lunches and 306 in July with an additional 22 seniors in June and 16 in July 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 July:

- The second session of the Senior Gardening Series took place on Friday, July 1. There were 9 seniors who traveled to "Tracy's Nursery & Gardens." The seniors made water gardens which included a flower vase with a beta fish placed inside along with other plants.
- On Wednesday, July 6 the Senior Center hosted its annual "Senior Hawaiian Luau". There were 94 seniors who attended and enjoyed various dances performed by the *Hula Halau 'O Ka'awai Polynesian* dance group. Seniors also enjoyed a ukulele performance by the Senior Center ukulele class, "The Flaming Ukes".
- The last Senior Tuesday of the summer session began on July 12. There were 8 seniors who enjoyed a breakfast social followed by their choice of three activities: Tai Chi, Fabric Painting & Design and Dance Wellness. For the remainder of the month, seniors had the choice of additional activities that included: pottery painting and a surprise craft activity.
- On Wednesday, July 12, the Senior Center hosted a "Kidney Smart" seminar in partnership with *DaVita Healthcare*. There were 9 seniors who learned the signs and symptoms of kidney disease, as well as how to manage and prevent kidney diseases.
- The second annual senior trip with the Oakland A's took place on Wednesday, July 20th. There were 20 seniors who watched the Oakland A's take on the Houston Astros.

Highlights for August:

- On Wednesday, August 3, 44 seniors attended the trip to San Francisco for a *Bridge to Bridge Cruise* of the San Francisco Bay. Seniors sailed under both the Golden Gate Bridge and the San Francisco-Oakland Bay Bridge, while wearing headphones listening to an audio tour. After the 90 minute boat tour, seniors enjoyed lunch and shopping at Pier 39.
- On Wednesday, August 10, the Senior Center hosted "Lunch with a Cop" in partnership with the Tracy Police Department. There were 75 seniors who had the opportunity to meet the new Community Outreach Officer Mark Muldrow and Corporal Daniel Pasquale. The officers presented information on fraudulent scams and concerns over the homeless population.

Upcoming events and programs:

- Beginning September 9, the Senior Center will host "Fun Flick Friday" on the second Friday of each month. Seniors will enjoy watching a movie on a projection screen and free popcorn will be provided. Additional concession items will be available for purchase.
- On September 12, the Senior Center will celebrate "Grandparents Day" with an ice cream social. Seniors and their grandchildren will be invited to enjoy a special dessert, fun crafts and activities.

1. Senior Gardening Series
2. Hawaiian Luau
3. Oakland A's Game
4. Senior Tuesday
5. San Francisco Bridge to Bridge Cruise
6. Lunch With a Cop



SPECIAL INTEREST

By Jolene Jauregui

For the month of July, the LEGO Engineering classes had 42 students registered. The programs were based on the world of Minecraft and Pre-Engineering. Students also explored real-world concepts in physics, engineering and architecture. Debates and Public Speaking and Building Confidence classes had a total of 19 participants registered. The classes focused on teaching delivery and presentation skills, but also provide foundation of critical thinking. Students learned how to manage public speaking anxiety, present themselves with confidence and how to make strong arguments by providing reasoning and evidence.

For the month of August, the Video Game Design Camp had 11 students registered. Students created a multi-level platform game while creating unique levels, characters and an original plot line. The Computer Animation Camp had 8 students registered. Students created characters and a short animated story using their imaginations.



SPECIAL EVENTS

By Jolene Jauregui

The Downtown Tracy Art Walk continued on Friday, July 8 and concluded on Friday, August 12. Hundreds of participants were able to shop local downtown businesses, while local visuals and performing artists took the streets in the Downtown area.



The Summer Block Party Series continued with the Classic Rock & Roll themed Block Party on Friday, July 15, 2016 featuring live music from the *Hot Rods Band* and food was sold by Doc's BBQ Food Truck. On Friday, July 29, 2016 was the Motown Soul themed Block Party, featuring a live performance by *Capital City Band*. The Summer Block Party Series concluded with the Boots, Chaps & Cowboy Hats themed

Block Party on Friday, August 19, 2016 featuring live music from *Stephan Hogan* and food was sold by PJR BBQ. Over 800 community members filled the Downtown Plaza at each event.



The Movies on the Plaza series continued on Friday, July 22, 2016 with the free viewing of *Hotel Transylvania*. The Movies on the Plaza series concluded on Friday, August 5 with the viewing of *Star Wars: The Force Awakens*. Over 400 community members filled the City Hall Plaza at each event. Free popcorn was given away and light concessions were sold.



Staff is preparing for the upcoming events:

- Blues, Brews & BBQ – September 10, 2016
- Girls Night Out – Witches & Broomsticks – October 21, 2016

YOUTH DEVELOPMENT

By Jolene Jauregui

The ASP (After School Program) is offered at Louis Bohn, Poet Christian and Wanda Hirsch Schools. The new school year has approached, and we have returning participants, as well as new participants. Staff has marketed the program at all Back to School Nights with great reviews. The program continues to provide healthy snacks, homework help, recreation games and arts and crafts.

For the month of August:

Site	Full Time	Daily	Hourly
Bohn	11	0	4

Hirsch	14	11	10
Poet-Christian	9	0	13



TEENS

By Jolene Jauregui

The *So You Think You Can Cook? Camp* was full with 15 participants registered for July. Staff prepared healthy meals, taught participants helpful cooking tips and kitchen safety.



The *Ready, Set, Bake Camp* was full with 15 participants registered for July. Participants learned to make different types of baked goods such as cookies, breads and cakes.



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

**STUDENTS ADDING
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 & crafts and recreational activities. SAFE has been very fortunate to have its own room to hold the program in. In addition, staff utilizes the gym and outdoor areas to offer other recreation activities. Currently the SAFE program has 41 teens enrolled this school year. For the month of August, staff has coordinated chess and checkers tournaments, as well as basketball games in the gym.



Recreation Division Report
 Quarterly Senior Update
 8-19-2016 Revised

Comments from Senior Center Comment Box

Date	Concern/Comment	Status	How often do you visit?
5/27/2016	No Concerns/Comments		
6/3/2016	No Concerns/Comments		
6/10/2016	No Concerns/Comments		
6/17/2016	No Concerns/Comments		
6/24/2016	No Concerns/Comments		
7/1/2016	No Concerns/Comments		
7/8/2016	No Concerns/Comments		
7/15/2016	No Concerns/Comments		
7/22/2016	The space between the two handicapped parking spaces in the parking lot needs "hash marks". People park in that spot and make it hard for disabled persons to get out of their cars. We have had a number of disabled persons notice this.	Staff will submit a Government Outreach request to have the parking space repainted. Update: The Senior Center "hash marks" in the parking lot were painted on 8/11/2016.	3 times a week
7/29/2016	No Concerns/Comments		
8/5/2016	When remodeling, put handicapped toilets in all stalls.	Staff will inform the senior of the plan to host community forum to receive feedback from the community regarding the expansion and renovation of the Senior Center.	3 to 4 times a week
8/5/2016	The bathroom doors are very dirty. (Did not specify which restroom)	Staff will have the stalls doors cleaned in both the mens and womens restrooms. Update: Staff cleaned all doors and stalls in both the mens and womens restroom on 8/8/16.	
8/12/2016	No Concerns/Comments		
8/19/2016	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 twenty-three months, 44 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.