

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, April 6, 2017, 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 Meetings of January 5, 2017 and February 2, 2017
5. Old Business
 - a. Parks and Community Services Commission Goals
 1. Update from Sub-committees
6. New Business
 - a. Approve The Designs for Six (6) Park Renovation Projects Under CIPs 78149, 78150 & 78160.
 - b. Provide Update and Receive Feedback Regarding the Conceptual Elements for the Aquatic Center - CIP 78054.
 - c. Approval and Recommendation to City Council for Renaming of the Sixth Street Plaza as the Sam Matthews Plaza and an allocation of \$1,500 from the General Fund for the design, fabrication, and installation of a brass plaque measuring no greater than 8"x10".

- d. Review and Approve Support of Staff's Recommendation to City Council Regarding the Adoption of the Fiscal Year 2017-2018 Recreation Program and Facility Use Schedule.
7. Items from Staff
 - a. Parks & Recreation Director Report
 - b. Recreation Division Report - Attached
 - c. Community Facilities Division Report - Attached
 - d. Public Works Parks Maintenance Division Report
8. Items from the Commission
9. Items from the Audience
10. Adjournment to next meeting on May 4, 2017

POSTED: March 30, 2017

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
January 5, 2017

1. **CALL TO ORDER:** Chair Douglas called the meeting to order at 7:01 p.m.
2. **ROLL CALL:**
 - a. Present: Chair Douglas, Vice Chair Levoit; Commissioners Birk, Johnson, Jimenez, Saltzman, Silva
 - b. Absent: None
 - c. Staff Present: André Pichly Parks & Recreation Director; Brian McDonald, Management Analyst II;
 - d. Recorded By: Sandra Edwards, Executive Assistant
3. **ITEMS FROM THE AUDIENCE:**

Erik Anderson addressed the Commission as a follow up to his request for a new skate park.
4. **APPROVAL OF REGULAR MEETING MINUTES OF DECEMBER 1, 2016**
 - a. Motion: Commissioner Birk made a motion to approve the Minutes of December 1, 2016,
 - b. Second: Vice Chair Levoit
 - c. Abstain: Commissioners Silva, Saltzman
 - d. Vote: Approved by unanimous vote
5. **OLD BUSINESS**
 - a. Parks and Community Services Commission Goals
 - i. Support Efficient Policies – No report given.
 - ii. Community Involvement – No report given.
 - iii. Park, Facility, and Sports Field Safety – No report given.
6. **ITEMS FROM STAFF:**
 - a. Appoint a Three Member Subcommittee to Evaluate and Rank CDBG and HOME Funds Applications and Make Funding Allocation Recommendations for the 2017/18 Fiscal Year – Commissioners Saltzman, Levoit, and Chair Douglas were appointed to serve on the subcommittee.
 - b. Reprioritization of the City of Tracy Parks & Recreation Capital Improvement Program for Fiscal Years 2017-2019 – André Pichly, Parks & Recreation Director provided an update regarding the process and projects.

Robert Tanner reminded the Commission that previously a member of the audience had requested a disc golf course.

Mr. Anderson suggested adding the disc golf course at the same location of the second skate park.

The Commission discussed various projects including the aquatic center, a community garden, and upon consensus, added the disc golf project as their fifth item.

Motion: Motion by Commissioner Birk to add a disc golf course at the Legacy Fields site as their fifth ranked Capital Improvement Program for Fiscal Years 2017-2019

Second: Saltzman

Abstained: Silva

Vote: Approved by unanimous vote

7. ITEMS FROM STAFF

- Parks & Recreation Director Report – Mr. Pichly wished everyone a Happy New Year and provided the following update:
 - Legacy Fields – CIP going to Council soon for completion of some of the work including outfield fencing, completion of the fifth baseball diamond, restrooms, etc. Development of another list to fully amenitize Phase 1 is being drawn up.
 - Entered into an ENRA with Cal North Soccer and have had our first meeting. A number of items still need to be discussed.
 - Community Center Rehabilitation – A firm is doing work to get things ready so we can put out construction bids anticipated for June this year.
 - Senior Center Requests For Proposals went out today for an architect.
 - So. County Park – Will meet with the Director of General Services at the end of the month. Plan is to make it a win-win for everyone.
 - McDonald Parks Splash Pad – Engineering staff is working on a construction contract bid that won't be ready until the summer.
- Recreation Division Report – Included as part of the agenda packet.
- Community Facilities Division Report – Included as part of the agenda packet.

Commissioner Jimenez noted the Community Facilities Division Report regarding rental fees earned asking if staff was working on grants or if the Commission could do anything to assist in meeting some of these program goals.

- Public Works Parks Maintenance Division Report – Brian MacDonald provided the following update:
 - Post emergent and pre-emergent spraying of the general fund parks is ongoing.
 - Tracy Sports Complex crews have been very busy with mowing and much needed field maintenance. They also have begun to renovate the infield on the north diamond at the Tracy Ball Park by removing the top eight inches of playing surface material and stock piling it. The next eight inches of sub base material will be removed to lower the infield down to then put the top material back in so that the infield will be at turf grass level.
 - They have continued mowing the ball fields located on the west end at Legacy Fields to a lower height in preparation for spring games along with weed control in common areas and have now taken over the maintenance of the soccer fields at Legacy.
 - Equipment for the maintenance for Legacy fields has been coming in and we are in the process of hiring three new employees for the maintenance of Legacy Fields.

- Parks crews has been busy shrub pruning, small tree trimming at Civic Center along with general maintenance in all parks. Mowing in the parks has now gone into a when needed mow schedule as the turf has slowed down in growth with the colder weather.
- Landscape Maintenance irrigation crews are continually working on irrigation.
- XL Landscape continues to move forward in getting all the parks and streetscapes mowed, edged, trash picked up and shrubs trimmed. Will be going back into the LMD Parks next week to clean up the weeds, shrubs along with broad leaf weed control in the turf, they have 18 parks left to do.
- West Coast Arborist has been grid trimming in zone three. With recent storms only five trees were lost in the City, including parks. Grid trimming the urban forest over the past couple of years has paid off.

Mr. McDonald shared a video of work being done at the Tracy Ball Park.

8. ITEMS FROM THE COMMISSION

Commissioner Jimenez stated that the Parks Foundation did not meet in December, but will resume in January. Commissioner Jimenez added that the Foundation is requesting information (line items) amounts for projects to be broken out so they can consider funding opportunities.

Commissioner Birk asked if any information was available on the park cameras. Mr. Pichly stated there was no update.

9. ITEMS FROM THE AUDIENCE

Robert Tanner reported that the winds have blown the orange fencing and sawhorses into the drive lanes on Lowell Avenue at Dr Powers Park.

10. ADJOURNMENT:

- a. Motion: Levoit
- b. Second: Birk
- c. Vote: Unanimous
- d. Time: 8:15 p.m.

PARKS & COMMUNITY SERVICES COMMISSION
REGULAR MEETING MINUTES
February 2, 2017

1. **CALL TO ORDER:** Chair Douglas called the meeting to order at 7:01 p.m.
2. **ROLL CALL:**
 - a. Present: Chair Douglas, Vice Chair Levoit; Commissioners Birk, Johnson, Jimenez, Saltzman
 - b. Absent: Commissioner Silva
 - c. Staff Present: André Pichly Parks & Recreation Director; Joshua Ewen, Management Analyst I
 - d. Recorded By: Sandra Edwards, Executive Assistant
3. **ITEMS FROM THE AUDIENCE:** None
4. **APPROVAL OF REGULAR MEETING MINUTES OF JANUARY 5, 2017** – The minutes of January 5, 2017, will be considered at the next regular meeting.
5. **OLD BUSINESS**
 - a. Parks and Community Services Commission Goals
 - i. Support Efficient Policies – No report given.
 - ii. Community Involvement – No report given.
 - iii. Park, Facility, and Sports Field Safety – No report given.
6. **ITEMS FROM STAFF:**
 - a. Review and Acceptance of The Parks and Community Services Commission's Subcommittee Ranking and Funding Recommendations for the Allocation of Community Development Block Grant (CDBG) Funds and Home Investment Partnerships Program (Home) Funds for Fiscal Year 2017-2018 and Recommend Approval to City Council – Joshua Ewen, Management Analyst, Development Services Department, provided the staff report.

Chair Douglas outlined the process that the Parks and Community Services Commission sub-committee went through to consider funding for grant applications. The sub-committee consisted of Commissioner Saltzman, Vice Chair Levoit, and Chair Douglas.

Commissioner Saltzman thanked those who were present during the meeting with the sub-committee.

Josh Ewen, Management Analyst, provided the staff report. Mr. Ewen stated in October 2016, the Parks & Community Services Commission met and set the priority for funding for the next five years which was approved by City Council on November 15, 2016. The priorities were set in ranking order as follows: Food Distribution Services; Homelessness Prevention, Intervention and Transitional Housing Services; Senior and Special Needs Services; Domestic Violence Services; and Youth Education and Enrichment Services.

Chair Douglas listed the groups receiving funding and the amount recommended.

Commissioner Jimenez thanked the sub-committee for the job they did and asked for clarification from various organizations including Tracy Community Connection, Women's Center Youth and Family Services, Boys and Girls Club, McHenry House, and Chest of Hope.

Commissioner Johnson asked for clarification regarding the organizations providing food, advocating that more funds be made available to Meals on Wheels.

Kathy Bergthold, Tracy Senior Association, asked for clarification between two organizations that provide meal services, especially for seniors that are not mobile.

Commissioner Johnson reiterated that she would like to see more funding go to seniors for housing and recommended applying even amounts of funding to those in Category One.

Darlene Quinn, Tracy Interfaith Ministries, stated she agreed with the need to feed seniors. Ms. Quinn added that Tracy Interfaith feeds approximately 3,000 people per month, which is probably more than other agencies.

- a. Motion: Commissioner Saltzman made a motion to accept the allocations as recommended by the subcommittee
- b. Second: Levoit
- c. Abstained: None
- d. Vote: Approved by unanimous vote

7. ITEMS FROM STAFF

- Parks & Recreation Director Report – Mr. Pichly provided the following update:
 - Community Center – On June 6, 2017, a construction contract is tentatively scheduled to be awarded for the project, with construction to begin by July 5, completing by September 20.
 - Senior Center – The rehabilitation project for the Senior Center has been pushed back until January 2018, at the earliest.
 - McDonald Splash Pad – Construction documents will be out soon with work hopefully occurring this summer.
 - South County Park – Internal discussions and one meeting has taken place with representatives from the County. Being discussed are terms, design, maintenance, and who will be responsible to maintain it. No timeline is available yet.
 - Aquatic Center – The City Manager has asked us to take a different tact with project, coming up will be conceptual designs for five or six elements identified by the public as most popular including an indoor component.
 - CPRS Conference – February 28, through March 3, make plans to hang out, tour the exhibit hall, etc. The education training sessions will be great.

Referring to the aquatic center, Commissioner Jimenez asked if a proposed cost of maintenance schedule would be coming from the Public Works Department. Mr. Pichly indicated the maintenance costs would depend on which amenities were built.

Commissioner Saltzman asked where the seniors would meet while construction was going on at the Senior Center. Mr. Pichly stated the Community Center construction should be complete and then the seniors can move over there.

- Recreation Division Report – Included as part of the agenda packet.
- Community Facilities Division Report – Included as part of the agenda packet.
- Public Works Parks Maintenance Division Report – Martin Morozowsky introduced himself to the Commission and provided the following update.
 - The Tracy Ball Park renovation is held up due to rains.
 - Sports Complex backstops boards are in the process of being replaced.
 - Roses in General Fund parks are being pruned along with other shrubbery, mowing is still occurring on an as needed basis between storms.
 - Irrigation controller upgrades are in progress in General Fund Parks and Landscape Maintenance Districts.
 - With the recent storms, Parks crews have been cleaning up as needed, along with West Coast Arborist. Storm damage resulted in a loss of over 60 trees.
 - XL Landscape is trimming shrubs in median islands and streetscapes, and mowing parks when possible. Spraying pre and post emergent when possible between storms.
 - Corral Hollow Road widening with new plant material in smaller medians is coming up.
 - City medians are scheduled for new plant improvements.
 - The following four parks are scheduled for new playground equipment: Bailor-Hennan, Rippin, Sullivan, and Huck
 - In the preliminary stages for playground equipment replacement are: New Harmon, Valley Oak, Mt. Oso, Icardi, Golden Spike, and Mt. Diablo.

8. ITEMS FROM THE COMMISSION

- Commissioner Johnson previously asked why the City didn't offer golf lessons, and applauded staff for being so responsive to the community. Commissioner Johnson was pleased to see that golf lessons are now offered in the new activity guide.
- Commissioner Birk referred to the opening of the new cemetery, stating their biggest problem is the speeding traffic.
- Commissioner Saltzman mentioned a tree that was down.
- Commissioner Jimenez thanked the sub-committee for their efforts and recommendations.
- Commissioner Jimenez stated she attended the January 23, 2017, Parks Foundation meeting at which our Parks Director also attended. At the meeting, a suggestion was given regarding partnering on grants for those with 501(c)3 status, who in turn would provide services to the City (developing partnerships).
- Commissioner Jimenez stated the Tracy Downtown Association held a meeting with approximately 40 attendees, addressing homelessness in Downtown.
- Commissioner Jimenez added that the bingo board for the Senior Center may be installed in March.
- Commissioner Jimenez also stated that \$3,000 is available for swim lessons.

- Commissioner Jimenez announced that five Block Parties and two Girls Night Out events are planned this summer.
- All Commissioners welcomed Martin.

9. ITEMS FROM THE AUDIENCE

Robert Tanner welcomed Martin Morozowsky. Mr. Tanner questioned the construction schedule regarding the Senior Center. Mr. Pichly stated it was not a matter of funding, but due to staff time limitations. Mr. Tanner added that there were two line items that keep getting overlooked when considering an aquatic center budget: security and insurance.

10. ADJOURNMENT:

- a. Motion: Vice Chair Levoit
- b. Second: Commissioner Birk
- c. Vote: Unanimous
- d. Time: 8:25 p.m.

Staff Liaison

DRAFT

CITY OF TRACY
PARKS AND COMMUNITY SERVICES COMMISSION MEETING
April 6, 2017

AGENDA ITEM 6.a

REQUEST

**APPROVE THE DESIGNS FOR SIX (6) PARK RENOVATION PROJECTS UNDER
CIPs 78149, 78150 & 78160**

BACKGROUND

The City of Tracy has 72 parks totaling more than 263 acres. The parks within the City of Tracy play a key role in meeting one of the City's strategic priorities by enhancing the quality of life in our community. For Fiscal Year 16/17, nearly \$1.2 million has been allocated under CIPs 78149, 78150 & 78160, to renovate playgrounds at the following parks:

- Bailor-Hennan
- Rippin
- Sullivan
- Huck
- New Harmon
- Mt. Oso

The playgrounds identified above, are aging and in some cases are not compliant with new standards pursuant to the Americans with Disabilities Act (ADA) and as such have been recommended for renovation.

DISCUSSION

Three playground equipment manufacturers submitted possible design ideas for the park renovation projects. City staff was tasked with selecting the best designs that would provide the most play value while meeting safety standards and staying within budget.

Upon coordination with the Public Works and Parks & Recreation departments, and after careful consideration, we have determined that the playground designs proposed by Miracle PlaySystems provide the highest level of play value while staying within budget and meeting our design criteria.

The Bailor-Hennan, Rippin, Sullivan and Huck parks are further along in the design process than New Harmon and Mt. Oso. The City intends to solicit bids for the renovation of those four playgrounds separate from New Harmon and Mt. Oso in order to get the first four done without delay.

RECOMMENDATION

The Miracle PlaySystems designs proposed are being recommended for use on Bailor-Hennan, Rippin, Sullivan and Huck which will be ready to be advertised soon. Additionally, we are recommending that similar designs be used at New Harmon and Mt. Oso parks.

Agenda Item 6.a
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Prepared by: Chris McDermott, Associate Civil Engineer
Approved by: André Pichly, Parks & Recreation Director
Don Scholl, Public Works Director

CITY OF TRACY
PARKS AND COMMUNITY SERVICES COMMISSION MEETING
April 6, 2017

AGENDA ITEM 6.b

REQUEST

**PROVIDE UPDATE AND RECEIVE FEEDBACK REGARDING THE CONCEPTUAL
ELEMENTS FOR THE AQUATIC CENTER - CIP 78054**

BACKGROUND

In 2009, the City entered into a Development Agreement with The Surland Company for the Ellis project. In 2010, the City entered into a professional services agreement with a design firm to provide design and construction documents for an aquatic center. Design documents were completed and a limited number of construction documents were completed before the process stalled for a variety of reasons, including lack of funds. Council directed staff to seek out a public-private partnership to help advance the project. In 2013, an Amended and Restated Development Agreement with Surland was signed. During this time, at the direction of City Council, staff was able to find a private investor, but after years of discussions and some conceptual designs, the partner was unable to find enough additional funding to support the project and the partnership was terminated in 2014.

In 2015, the City hired a design consultant to determine what elements could be included and constructed. Two design workshops were held with the public to gather input on needs and show conceptual designs using the available aquatic center budget. However, due to input from stakeholders, the Parks & Recreation Director decided that additional community input in the form of design workshops from a wide range of residents, age groups and interests was necessary to help determine what elements were most favored. After 16 design workshops with school children, teens, swim teams, seniors, a Chamber business group, and youth and young adults with special needs, the results mirrored the earlier findings from 2010.

In December 2016, City Staff and the developer met with two stakeholders, with whom the developer had invited, to review the findings of community outreach efforts, to which they expressed appreciation and support for the process and input received from the community.

In 2016, Surland hired a consultant to conduct a survey to determine the feasibility of the future aquatic center based on all the community outreach input received.

DISCUSSION

On February 6, 2009, the City entered into a Development Agreement with The Surland Company for the Ellis project. As part of that agreement, Surland agreed to providing \$10M and land "not to exceed 16 acres" for a future swim center (Article 1.01 – The Swim Center at Ellis). On March 2, 2010, Council approved a conceptual design for the Center and directed staff to design the Center in its entirety. City Council also directed staff to include five amenities in the base bid and provide additive bid items for three extra amenities.

On July 6, 2010, City Council approved a Professional Services Agreement with RJM Design Group to complete design and construction documents for the Center for a not to exceed amount of \$1,197,550. RJM conducted meetings with staff, Parks and Community Services Commission and neighboring Ellis development representatives to receive input on the Design Development Package for the Center. The design was presented to the Parks and Community Services Commission for input at its October 7, 2010 meeting. Based on input from the stakeholders, RJM completed the proposed Center Design Development Package for Council consideration. On September 17, 2013, the Amended and Restated Development Agreement with Surland was signed. It includes the same language in the original Development Agreement, except the swim center requirement states "approximately 16 acres" (subsection 1.01 – The Swim Center Obligations). During this time Direction from Council was then to seek out a public-private partnership to help advance the project. City staff was able to find a private investor, but after years of discussions and some conceptual designs, the partner was unable to find enough additional funding to support the project and the partnership was terminated in 2014.

In 2015, the City hired Aquatic Design Group, a design consultant, to determine what elements could be included and constructed. In October and December of that same year, Aquatic Design Group, along with staff, conducted two design workshops with the public to gather input on needs and show conceptual designs using the available aquatic center budget. However, due to input from stakeholders, the Parks & Recreation Director decided that additional community input in the form of design workshops from a wide range of residents, age groups and interests was necessary to help determine what elements were most favored. After 16 design workshops with school children, teens, swim teams, seniors, the business, and youth and young adults with special needs, the results mirrored the earlier findings from 2010. The results of the community outreach efforts were shared with The Surland Company and two stakeholders whom they had invited. Both Surland and the two stakeholders expressed appreciation and support for the process staff used and for the findings, which affirmed the earlier input gathered from the previous community outreach efforts.

In December of 2016, Surland hired Hotel & Leisure Advisors (H&LA) to conduct a study regarding the findings of the previous outreach efforts in an effort to determine the feasibility of the most favored elements by the public during those outreach sessions. The items voted on by residents from the 16 outreach sessions are as follows:

1. Waterslides
2. Lazy River
3. Wave Rider
4. 50-meter Competition Pool
5. Inflatable Play Feature
6. Indoor Pool
7. Obstacle Course Suspended Above Pool
8. Rock Wall
9. Multi-level Diving Board
10. Outdoor Splash Pads with Shade
11. Indoor Splash Pad
12. Single Diving Board

13. 25-meter Pool

These items are shown in their order of votes received - waterslides receiving the most votes and 25-meter pool receiving the fewest. H&LA's findings show that input received from the public during the 16 outreach sessions conducted by staff closely mirror public input received during earlier outreach efforts.

Each item has its pros and cons, ranging from cost to purchase and construct, cost to operate and maintain, space required for the element, the number of people who can use an element at any one time and for how long, limitations of age and skill level depending on the element, and revenue generation potential.

The report provided by H&LA indicates the items from the aforementioned list that make the most sense from a cost/benefit perspective, would include:

- A. Waterslides
- B. Lazy River
- C. Family activity/teaching pool with zero-depth entry
- D. Splash Features
- E. Competition Pool

Staff has also discussed the feasibility of an indoor component for the aquatic center. An indoor feature would allow for year-round programming, provide comfort for all ages during cold, rainy and windy days, and create a unique recreational destination in the community. A design that would allow the indoor facility to have large openings in warmer weather would permit better air exchange while also shielding guests from the winds the region experiences periodically.

The concept of an aquatic center that would have both indoor elements (slide, lazy river, and/or family activity pool) and outdoor elements (competition pool, lazy river, and/or splash pad) has become an industry standard. Once staff are able to identify the most logical elements for this facility, conceptual designs can be created that can help the City Council visualize different design options.

RECOMMENDATION

That the Parks and Community Services Commission receive this report and provide feedback regarding the conceptual elements for the proposed Aquatic Center – CIP 78054.

Prepared by: André Pichly, Parks & Recreation Director

Attachment A – Outreach Totals

ATTACHMENT A

Item		Total No. of Votes	Ranking						
			1st Choice	2nd Choice	3rd Choice	4th Choice	5th Choice	6th Choice	7th Choice
Lazy River	1st	261	81	30	18	17	10	7	0
Water Slide	2nd	252	110	23	30	20	18	2	0
Wave Rider	3rd	198	18	16	10	12	25	6	0
50 Meter Pool	4th	191	74	18	8	8	8	4	0
Inflatable Jumpy Water Feature	5th	187	21	10	16	19	11	7	0
Indoor Pool	6th	159	26	15	13	16	11	8	0
Obstacle Course Above Pool	7th	139	9	12	9	16	11	6	0
Rock Wall	8th	135	6	7	7	8	8	9	0
Multi-level Diving Board	9th	127	7	7	16	11	14	5	2
Outdoor Splash Pad w/ Tents	10th	116	3	8	12	13	16	5	0
Splash Pad	11th	92	4	11	10	10	9	10	1
Single Diving Board	12th	76	4	5	14	6	8	0	2
25 Meter Pool	13th	59	4	8	5	5	2	4	0
Total # of participants		361							

CITY OF TRACY
PARKS AND COMMUNITY SERVICES COMMISSION MEETING
April 6, 2017

AGENDA ITEM 6.c

REQUEST

APPROVAL AND RECOMMENDATION TO CITY COUNCIL FOR RENAMING OF THE SIXTH STREET PLAZA AS THE SAM MATTHEWS PLAZA, AND AN ALLOCATION OF \$1,500 FROM THE GENERAL FUND FOR THE DESIGN, FABRICATION AND INSTALLATION OF A BRASS PLAQUE MEASURING NO GREATER THAN 8"X10"

BACKGROUND

Approve and authorize the name submitted for the renaming of the Sixth Street Plaza to the Sam Matthews Plaza and recommend to City Council for establishment as presented.

<u>Park</u>	<u>Recommended Name</u>
Sixth Street Plaza	Sam Matthews Plaza

DISCUSSION

All park facilities are named using the Council Park Naming Policy G-13, amended by City Council in December 2000. In March of 2017, a single application was received by the Parks & Recreation department requesting that the Sixth Street Plaza, located at Sixth Street and Central Avenue, adjacent to the City of Tracy Transit Center, be renamed the Sam Matthews Plaza. The name recommended by the Parks & Community Services Commission will be presented to the City Council for approval on April 18, 2017, through the request as approved and recommended as illustrated.

The following is an excerpt taken directly from the application and materials submitted by the nominator:

- Sam Matthew's father, Harvey Matthews, bought the Press in 1943 and ran the paper with his wife, Laura, until his death in 1949. Laura continued to manage the paper until her two sons could take it over.
- Sam worked at the Tracy Press as a child when many of the men who worked there went off to fight in World War II.
- He wrote his first story as a sixth grader for the West Park School paper.
- Sam joined the Tracy Press as a sports and schools reporter in January 1957 following a two-year service in the U.S. Army.
- He and his brother, Tom, were made co-publishers in 1960. Tom ran the business side and Sam ran the news side.
- Sam covered every type of story in Tracy and, in 1978, dove into writing most of the Tracy Centennial edition celebrating our community's 100th anniversary.

- Sam was a past President of the Tracy Rotary Club and Tracy Safety Council, Vice Chairman of Tracy Tomorrow Committee, a former director for the Tracy Chamber of Commerce and Tracy War Memorial Association.
- In 1997 Sam was Tracy Citizen of the Year.
- As Sam celebrates his 60th Anniversary with the Tracy Press I believe it is fitting to name the Sixth Street Plaza “Sam Matthews Plaza”.

FISCAL IMPACT

An allocation of \$1,500 will be needed from the General Fund for the design, fabrication, and installation of a brass plaque measuring no greater than 8"x10".

RECOMMENDATION

Staff recommends the Parks & Community Services Commission recommend City Council rename the Sixth Street Plaza to “Sam Matthews Plaza” and authorize an allocation of \$1,500 from the General Fund for the design, fabrication, and installation of a brass plaque measuring no greater than 8"x10".

Prepared by: André Pichly, Parks & Recreation Director

Attachment – Nomination Form

CITY OF TRACY
PARKS & RECREATION DEPARTMENT
NOMINATION FOR NAMING PUBLIC BUILDINGS, PARKS AND FACILITIES

DATE OF NOMINATION 3-8-17

NOMINATOR Mayor Robert Rickman

ADDRESS 333 Civic Center Plaza, Tracy, CA

PHONE 209-831-6000

RECOMMENDED NAME Sam Matthews Plaza

LOCATION Sixth Street & Central Avenue

- | | |
|--|--|
| <input type="checkbox"/> MINI PARK | <input type="checkbox"/> NEIGHBORHOOD PARK |
| <input type="checkbox"/> COMMUNITY PARK | <input type="checkbox"/> PUBLIC BUILDING |
| <input type="checkbox"/> PUBLIC FACILITY | <input checked="" type="checkbox"/> OTHER |

IF A FAMILY MEMBER, WHAT IS THE RELATIONSHIP? n/a

The policy for naming public buildings, parks and facilities is attached. The City of Tracy requests that the nominator review the attached policy and prepare a 1-2 page summary of how the recommended name meets one or more of the considerations listed in items #1-#7 attached. Please be as **complete as possible**.

Example:

- Involvement and Commitment to Community
- Local Clubs and Organizations Served
- Schools Attended
- Significance to City of Tracy
- Why nominating the person

Submit this form and summary to:

Parks & Recreation Department
Parks and Community Services Commission Park Naming Subcommittee
333 Civic Center Plaza
Tracy, CA 95376
(209) 831-4200

- Sam Matthew's father Harvey Matthews bought the Press in 1943 and ran the paper with his wife Laura until his death in 1949. Laura continued to manage the paper until her two sons could take it over.
- Sam worked at the Tracy Press as a child when many of the men who worked there went off to fight in World War II.
- He wrote his first story as a sixth grader for the West Park School paper.
- Sam joined the Tracy Press as a sports and schools reporter in January 1957 following a two-year service in the U.S. Army.
- He and his brother Tom were made co-publishers in 1960. Tom ran the business side and Sam ran the news side.
- Sam covered every type of story in Tracy and in 1978 dove into writing most of the Tracy Centennial edition celebrating our community's 100th anniversary.
- Sam was a past President of the Tracy Rotary Club and Tracy Safety Council, Vice Chairman of Tracy Tomorrow Committee, a former director for the Tracy Chamber of Commerce and Tracy War Memorial Association.
- In 1997 Sam was Tracy Citizen of the Year.
- As Sam celebrates his 60th Anniversary with the Tracy Press I believe it is fitting to name the Sixth Street Plaza "Sam Matthews Plaza".

CITY OF TRACY
PARKS & COMMUNITY SERVICES COMMISSION SPECIAL MEETING
April 6, 2017

AGENDA ITEM 6.d

REQUEST

REVIEW AND APPROVE SUPPORT OF STAFF'S RECOMMENDATION TO CITY COUNCIL REGARDING THE ADOPTION OF THE FISCAL YEAR 2017-2018 RECREATION PROGRAM AND FACILITY USE FEE SCHEDULE

DISCUSSION

As the governing body of the City of Tracy, the City Council is required to adopt any fee or service charge to be implemented by the City for programs or services provided or made available to the public. As an "advisory" body to the City Council, the Parks and Community Services Commission is responsible to review, accept public comment on, and make recommendations to City Council on fees and charges proposed by the Community Facilities and Recreation Divisions.

There are two general fee types related to recreation programs and facility/park rentals. They include **Facility Use Fees**, for use of City parks and facilities, and **Recreation Program Fees** for participation in recreation activities or admission to events. Staff is presenting new and amended fees for Commission review and action.

FACILITY USE FEES

Includes fees charged for use of City parks, facilities, and sports fields. Examples include building rooms and picnic areas at reservable parks.

Sports Field Fees: The current fee structure includes two field classifications: Premium and Standard. Premium Sports Facilities are: the Tracy Sports Complex, Plasencia Fields, and Legacy Fields. These fields are among the best fields in the region due to their amenities and maintenance standards. Standard Sports Facilities are: Tracy Ball Park, Veterans Park, Galli Family Park, Clyde Bland Park, and Tiago Park. These facilities do not have amenities similar to the Premium facilities and are not maintained as often. Premium field fees are 25% higher than Standard field fees.

Sports Tournament Fees: Due to the opening of Legacy Fields, as well as the increase in tournament applications to use the Tracy Sports Complex, staff standardized all daily tournament fees to be based on nine (9) hours of use at either the standard or premium hourly rate, depending on location. Fees to reimburse actual costs of City expenses for tournament preparations were added to include: dumpster rental/disposal fees, port-o-let rental/cleaning/restocking fees, and traffic and parking control fees.

Additional Fees: Certain types of facility rentals incur additional, non-standard expenses due to additional supplies, equipment or staffing required. In line with

City Council's Quality of Life Strategy objective to "Explore cost recovery opportunities to protect and preserve current amenities," staff is recommending the addition of fees for cost recovery to include: kitchen use fee, microphone use fee, lectern use fee, projector and screen use fee, extra facility attendant fee, extra cleaning fees (as billed by janitorial service), and late checkout fees. These fees would only be charged to renters who choose to use the amenities or whose rental requires extra supervision or clean up.

Fees that were kept level, pending results of the Fee Study include the permit application fee, the deposit for baseball/softball bases, and the per-square-foot storage container license fee. The Special Event Permit Application and Review Fee was decreased to the original 2015/-2016 levels of \$75/\$150, pending Fee Study results.

Mobile Stage Fees: Set up and take down of the City's mobile stage requires labor at an overtime rate. While the mobile stage rental fee is intended to contribute towards the wear and tear of the equipment, the labor fee was not being charged. A late checkout charge has also been added for the mobile stage.

RECREATION PROGRAM FEES

The Recreation Division charges a participant fee for many of its recreation programs. There are a number of free, or low cost programs, but generally the majority of recreation programs carry some form of participant fee. Additionally, financial assistance is available for qualified low-income applicants.

In addition to the proposed fees, an ongoing evaluation of the revenue opportunities, alternative revenue sources (i.e., sponsorships and advertising), programming and expenditure controls will be pursued.

FEE DEVELOPMENT FACTORS

Several factors are considered and analyzed in the development of the recommended programming fees. Such factors include:

Market Value: What other local public agencies charge for like or similar programs and facilities?

Community Benefit versus Individual Benefit: A community versus individual pricing guideline means that generally, the higher the benefit of the program is to the community, the greater the program is subsidized. The greater the program benefits the individual, the lower the amount of subsidy.

Affordability for Segments of the Public: A fairly low percentage of recovery is projected for the senior and teen programs, community events and facility reservation functions. The City of Tracy continues to make programs affordable to seniors and teens; understands that community events are of high public benefit and therefore little or no revenue is required to present these events; and that City facilities be made affordable for local non-profit organizations.

After consideration of the above factors, staff has developed the FY 2017-2018 Recreation Program and Facility Use Fee Schedule, which shows current fees and those fees that are new or are being amended. Additionally, some recreation programs are showing a minimum and maximum fee range. This range allows staff the flexibility to build on the fee throughout the fiscal year as market value adjusts.

CITY-WIDE FEE STUDY

A finance consulting firm, NBS, has been hired to conduct a series of financial analyses for the City of Tracy, including a transparent, full cost of service analysis to determine the legal maximum the City could charge for each service. Included in this “Fee Study” are Facility Use and certain Recreation Program Fees. Once full costs of service are determined, City staff expects to return to the Commission with recommendations for a revised fee structure based on the results, as well as the fee development factors above, which will then be presented to Council. The Fee Study does not have a firm timeline, but it is estimated to be completed in the 2017 calendar year.

RECOMMENDATION

That the Commission review and approve support of staff’s recommendation to City Council regarding the adoption of the FY 2017-2018 Recreation Program and Facility Use Fee Schedule.

Prepared by: Christine Mabry, Management Analyst I
Jolene Jauregui-Correll, Recreation Supervisor

Reviewed by: Ed Lovell, Management Analyst II
Kim Scarlata, Division Manager II

Approved by: André Pichly, Parks & Recreation Director

CITY OF TRACY
PARKS AND COMMUNITY SERVICES COMMISSION MEETING
April 6, 2017

AGENDA ITEM 7.b

RECREATION DIVISION UPDATE

ATHLETICS

By Jolene Jauregui

Softball Leagues: The 2017 Spring Adult Softball season kicked off on March 3 with the Friday night Men's Division and Monday night Coed Division began on March 6. This season there are 23 teams registered.

Junior Warriors: The 2016/17 Jr. Warriors Basketball season officially concluded on Saturday, February 18, with all divisions competing in the championship. There were a total of 26 teams and 230 participants that participated in the Jr. Warriors Basketball program this season.



AQUATICS

By Jolene Jauregui

The City of Tracy Parks and Recreation Department is in the process of hiring Senior Lifeguards and Lifeguard positions for the Aquatics Summer 2017 season. The first session of the 2017 Aquatics season will begin on June 3 with recreational swim at Joe Wilson Pool. Joe Wilson Pool is currently being rented by the Mountain House High School swim team which began on February 6. The pool rental will conclude on May 10.

SENIORS

By Jolene Jauregui

For the month of January there were approximately 2,596 repeat seniors and 2,672 repeat seniors for the month of February that attended the Senior Center. Each week the Senior Center welcomes new participants into our programs. We had 31 new seniors visit and tour the center for the month of January and 16 for the month of February.

In the month of January, the Senior Fitness programs had 962 repeat participants and 984 for the month of February. 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 January, the Senior Center served 400 hot lunches and 380 in February with an additional 6 seniors in January and 4 in February 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:

- The Senior Gardening Series took place on February 3. There were 19 seniors in attendance that made creative, edible bird houses with bird seed, dried fruits and nuts.
- AARP Tax Assistance began on February 6 and appointments are offered on Monday's and Tuesday's. During the month of February there were 69 seniors who had their taxes filed.
- On February 8, the San Joaquin Department of Aging gave a presentation on the various services they offer to the community. There were 7 seniors in attendance and who received resource bags.
- Our annual Lunch & a Movie at the Grand Theatre was held on February 14. There were 74 seniors in attendance that enjoyed lunch and dessert catered by Olive Garden and a Valentine's Day themed movie.
- On February 15, Kaiser Permanente gave a presentation on Medicare 101 and there were 7 seniors in attendance.

Highlights for March:

- The Senior Gardening Series took place on March 3 and there were 25 seniors in attendance that made succulent terrariums.
- Facebook 101 began March 7 with 3 seniors in attendance. In this four class session, seniors will learn how to create an account, practice online safety, find friends and family, send messages and create a post.
- On March 8, Sutter Tracy Hospital presented a health education seminar and volunteer opportunities to 15 seniors.
- The annual St. Patty's Luncheon was held on March 17th. There were 110 seniors that enjoyed listening to Irish music, talking with friends and enjoying a traditional St. Patrick's Day lunch. Seniors were also joined by a special guest, "Paddy Waggin" the Leprechaun who put a comedic touch to magic.

Upcoming events and programs include:

- Senior Trip to Gilroy Gardens & Casa de Fruta: On Thursday, April 13 the Senior Center will be taking a trip to Gilroy Gardens and on the way home they will be stopping by Casa de Fruta for some tasty snacks.
- Spring Time in Paris: Spring is here! On Wednesday, April 26, the seniors will enjoy a wonderful spring afternoon in the Senior Outdoor Recreation Area. The afternoon will be filled with activities, food and prizes. There will be a hat contest for 1st, 2nd, and 3rd place.
- Staff is preparing for Older American's Month in May. In recognition of our older adults, the Senior Center will offer a full month of presentations, events, and fun activities to celebrate the contributions of our seniors.

Senior Event Photos

1. Lunch & a Movie
2. February Gardening
3. Facebook 101
4. St. Patty's Day Lunch

1



2



3

4

SPECIAL INTEREST

By Jolene Jauregui

Future Stars Tennis: Future Stars 2000's staff teaches the fundamentals and encouragement to enjoy the game with a full understanding. Classes include Junior Beginner, Tiny Tots and Junior/Adults with a total of 5 enrolled. Lessons are 4 weeks long, for about an hour in length.

Action Gymnastics: Action Gymnastics had a total of 26 students participate. Peggy Baratta instructs children from 1 to 10 years old. Students build strength and self-confidence with the use of music and gymnastics equipment.



SPECIAL EVENTS

By Jolene Jauregui

Staff is preparing for the Volunteer Recognition Event scheduled for Monday, April 24th in the City Hall Lobby. Staff is also preparing for the upcoming Girls' Night Out – Bags, Baubles & Bubbles scheduled on Friday, May 12th at the Grand Theatre Center for the Arts. Staff is also preparing for the upcoming 2017 event season.

Upcoming Events:

Downtown Block Party Series

- Latin Rock – May 5, 2017
- Country Round-up – June 2, 2017
- Motown Soul – July 21, 2017
- Rockin' & Rollin' – August 18, 2017
- Totally Awesome 80's – August 25, 2017

Movies on the Plaza

- Secret Life of Pets – June 23, 2017
- Finding Dory – July 28, 2017
- Moana – August 4, 2017

YOUTH DEVELOPMENT

By Jolene Jauregui

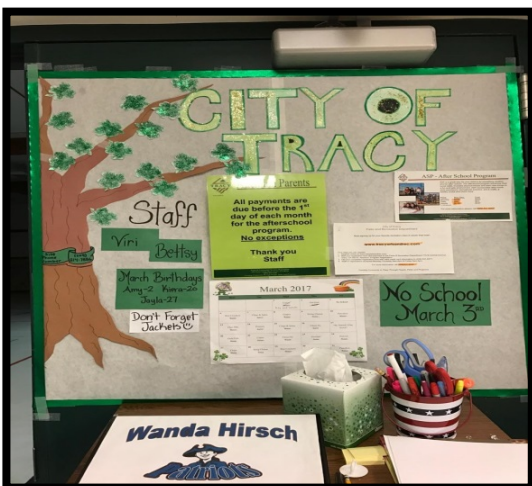
The ASP (After School Program) is a program offered at Louis Bohn, Poet Christian and Wanda Hirsch Elementary. Staff is continuing to provide healthy snacks, homework help, recreational games, and arts and crafts at each site. For the month of February each site created Valentine's related crafts, and played a Valentine's Themed Bingo. In March students decorated for St. Patrick's Day and created their own DIY kites out of paper plates and basic classroom materials.

For the month of February:

Site	Full Time	Daily	Hourly
Bohn	10	8	7
Hirsch	21	5	7
Poet-Christian	7	4	12

For the month of March:

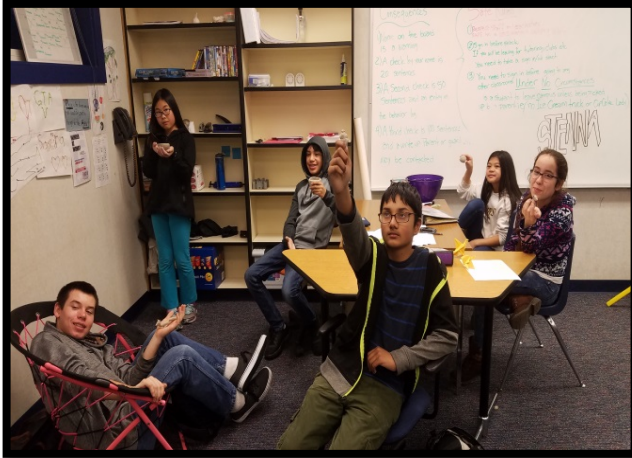
Site	Full Time	Daily	Hourly
Bohn	11	2	7
Hirsch	19	4	7
Poet-Christian	7	6	17



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 enough 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 50 teens enrolled this school year. For the month of February the students have been creating Valentine's Cards, played a Valentine's themed Bingo and played SAFE Jeopardy. In March they focused on tissue paper crafts and team bonding exercises.



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COMMUNITY FACILITIES DIVISION UPDATE

OPERATIONAL UPDATES

by Christine Mabry

The City's baseball fields at Legacy Fields are open and booked every day of the week. Tracy Babe Ruth uses most of the hours Monday through Saturday for their games and some practices, and multiple baseball and softball teams are practicing on the fields on Sundays. The City ball fields are staffed at all times with a Facility Attendant.

Tracy Babe Ruth's move to the City ballfields at Legacy Fields has opened up five months of weekends at the Tracy Sports Complex ball fields. As a result, virtually every weekend from March to mid-November has been scheduled with baseball and softball tournaments, hosting players from all over California and beyond.

STAFFING UPDATES

by Christine Mabry

As of March 1, 2017, Justin Geibig, Recreation Coordinator I, has joined the Community Facilities team. Justin brings with him the additional program areas of Athletics (adult softball, Junior Giants, Junior Warriors) and Aquatics (Joe Wilson Pool).

With three additional, part-time facilities staff allocated to Legacy Fields, Community Facilities now has nine part-time Facility Attendants hired and trained, with capacity to expand to 12 total Facility Attendants to cover patrol and shifts at the Tracy Sports Complex and Legacy Fields.

SPECIAL EVENTS & MOUs

by Christine Mabry

Tracy Babe Ruth Opening Day

Tracy Babe Ruth hosted their Opening Day Ceremony and a full day of games at the City ball fields at Legacy Fields on Saturday, March 18. City staff worked hard, leading up to the event, to ensure fields were groomed and prepped, and that amenities were available, including an adequate number of port-o-lets and trash cans.

Color Vibe 5K at West Valley Mall

A "color run" was held on Saturday, March 25, at West Valley Mall by ColorVibe. Runners started the race with a clean, white shirt only to pass through four color stations along the course. The colored powder distributed was colored cornstarch that is 100% safe and biodegradable. City staff, including Community Facilities, Police, Fire, Public Works, Wastewater, Fire Prevention, and Planning, worked with ColorVibe staff for over a year to obtain appropriate permits and to help make this fun event available in Tracy.

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Upcoming Special Events:

- **April 1** – Taps on Tenth (TCCA)
- **April 1** – Farmers' Market opens (TCCA)
- **April 12** – Real Estate Development (RED) Tour (Tracy Chamber of Commerce)
- **April 29** – Latino Awards (Tracy Chamber of Commerce)
- **May 6** – PAL "Donut Dash 5K" and Tracy PD Safety Fair
- **June 3** – Tracy African American Association (TAAA) Juneteenth Celebration