

NOTICE OF REGULAR MEETING

Pursuant to Section 54954.2 of the Government Code of the State of California, a Regular meeting of the **PARKS AND COMMUNITY SERVICES COMMISSION** is hereby called for:

Date/Time: **Thursday, March 1, 2018, 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. Pledge of Allegiance
4. 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.*
5. Approval of Minutes: Regular Meeting - February 1, 2018
6. New Business
 - a. Discussion on Setting Parks and Community Services Commission Goals
 - b. Appoint a Representative from the Commission to Attend Monthly Tracy Senior Association Meetings
7. Items from Staff
 - a. Receive Report from Parks & Recreation Director
 - b. Receive Recreation Division Updates – Attached
 - c. Receive Aquatics, Athletics, and Community Facilities Division Updates – Attached
 - d. Receive Public Works Parks Maintenance Division Report
8. Items from the Commission
9. Items from the Audience
10. Adjournment

AGENDA POSTED: February 23, 2018

The City of Tracy complies with the Americans with Disabilities Act and makes all reasonable accommodations for the disabled to participate in public meetings. Persons requiring assistance or auxiliary aids in order to participate should call City Hall at (209) 831-6000 at least 24 hours prior to the meeting.

Any materials distributed to the majority of the Parks and Community Services Commission regarding any item on this agenda will be made available for public inspection in the Parks and Community Services Department located at 333 Civic Center Plaza, Tracy, during normal business hours.

PARKS & COMMUNITY SERVICES COMMISSION
REGULAR MEETING MINUTES
February 1, 2018

1. CALL TO ORDER, ROLL CALL & PLEDGE OF ALLEGIANCE

Chair Levoit called the meeting to order at 7:05 p.m. and Commissioner Jimenez led the Pledge of Allegiance.

Present: Chair Levoit, Vice Chair Jimenez, Commissioners Miller, Magaña, Eder, and Lieberg

Absent: Commissioner Gouveia

Staff Present: Brian MacDonald, Parks & Recreation Director; Todd Rocha, Superintendent of Parks, Sports Fields and Urban Forestry; Leticia Ramirez, Assistant City Attorney; Bianca Rodriguez, Deputy City Attorney; Shelley Burcham, Economic Development Manager; Barbara Harb, Economic Development Analyst

Recorded By: Laura Borjon, Executive Assistant

2. ITEMS FROM THE AUDIENCE: None.

3. ITEMS FROM STAFF

a. Brown Act Presentation

Bianca Rodriguez, Assistant City Attorney, gave the presentation.

Commission comments and questions followed.

4. CONSENT CALENDAR – Following the removal of items 3.b.i and 3.b.iv by staff and item 3.b.iii by Commissioner Lieberg, it was moved by Commissioner Lieberg and seconded by Commissioner Magaña to accept the Consent Calendar. Commissioner Eder abstained from voting on item 4.a. Roll call vote found a majority in favor; passed and so ordered.

a. APPROVAL OF REGULAR MEETING MINUTES OF JANUARY 4, 2018

b. REPORTS FROM STAFF

ii. Recreation Division Report

i. Report from Parks Director- Parks & Recreation Department Project Updates

Brian MacDonald, Parks & Recreation Director provided a verbal report. Commission comments and questions followed.

iii. Aquatics, Athletics, and Community Facilities Division Report

Brian MacDonald, Parks & Recreation Director asked if there was anything specifically that Commissioner Lieberg would like clarification on. Commissioner Lieberg stated there was not.

iv. Public Works Parks Maintenance Division Report

Todd Rocha, Superintendent of Parks, Sports Fields and Urban Forestry provided a verbal report. Commission comments and questions followed.

Alice English asked if an item pulled from the consent calendar is open for public comment. Assistant City Attorney stated that the public is able to comment on any item on the agenda.

Commissioner Magaña and Chair Levoit asked if staff will be marketing the Veterans Park brick project. Parks Director MacDonald informed the commission that staff will continue the discussion and he will return with more information.

ACTION: Motion was made by Commissioner Miller and seconded by Commissioner Eder to accept the Report from Parks Director, the Aquatics, Athletics, and Commission Facilities Division Report, and the Public Works Parks Maintenance Report. Roll call vote found all in favor; passed and so ordered.

5. REGULAR ITEMS

- a. Review and Accept the Parks and Community Services Commission's Subcommittee Ranking and Recommend Funding Allocations for the Community Development Block Grant (CDBG) Funds and HOME Investment Partnership Program Funds for the 2018/19 Fiscal Year for City Council Approval

Parks Director MacDonald clarified the intent of the agenda item was to review the Parks and Community Services Commission Subcommittee's ranking and not to re-rank the applicants, then recommend funding allocations for the Community Development Block Grant (CDBG) Funds and Home Investment Partnership Program Funds for the 2018/19 Fiscal Year to the City Council for approval.

Shelley Burcham, Economic Development Manager, provided the report. Barbara Harb, Economic Development Management Analyst, provided the presentation. Commission comments and questions followed. Commission asked to hear from the applicants.

Cindy Gustafson, representing Tracy Senior Association, described the services her organization provides and stated she attended the Special Meeting of the Parks Commission CDBG Subcommittee. Ms. Gustafson further expressed her disappointment with the handling of the agenda item and asked Commission to reconsider the funding allocation formula they select.

Darlene, Tracy Interfaith Ministries, stated she works with every organization and that the funding is very much needed by all the organizations and would not like to impede any organization from receiving funding. Chair Levoit stated that the funds available for allocation are insufficient to award all applicants.

Bill Fields, Surtec, described the objective of his organization. He further stated that 100% of the funding goes to the program recipients.

Alice English stated that she also attended the Parks Commission CDBG Subcommittee meeting and recommended the Commission reconsider the ranking given to the Tracy Senior Association.

Michelle Rosato, representing DRAIL, described the services provided by her organization and requested that the Commission consider the sustainability of the programs if they do not receive grant funding when allocating funding and further requested the Parks Commission CDBG Subcommittee provide the applicants with feedback on their applications.

Jennifer Rowl, Tracy Community Connections Center, thanked staff for their efforts in preparing sample funding allocation formulas. She expressed her confusion from the Parks Commission CDBG Subcommittee meeting due to her feeling that there was a lack of clarity on the purpose of the meeting.

Commission comments and questions followed.

Brian MacDonald, Parks Director, stated that for the FY19/20 CDBG grant review process, Commission will decide on a funding allocation formula at the Parks Commission meeting when the subcommittee is appointed.

Commissioner Miller wished to express his feelings regarding the HOME Program applicant Project titled "Tracy Homes" submitted by the Housing Authority County of San Joaquin for the record.

ACTION: Motion was made by Commissioner Miller and seconded by Commissioner Eder to accept the Parks & Community Services Commission Subcommittee Ranking and Recommend Funding Allocations using example "A" as presented by staff for the Community Development Block Grant (CDBG) Funds for the Public Service category for the 2018/19 Fiscal Year for City Council Approval with the proviso that if sufficient funds are received from the county in excess of the estimated amount that the Tracy Senior Association be awarded the minimum allocation. Roll call vote found all in favor; passed and so ordered.

Motion was made by Commissioner Eder and seconded by Commissioner Lieberg to accept the Parks & Community Services Commission Subcommittee's Recommended Funding Allocations for the Community Development Block Grant (CDBG) Funds for the Public Improvements / Public Facilities category for the 2018/19 Fiscal Year. Roll call vote found all in favor; passed and so ordered.

Motion was made by Commissioner Miller and seconded by Vice Chair Jimenez to accept the Parks & Community Services Commission Subcommittee Ranking and Funding Allocations for the HOME Investment Partnership Program Funds in the amount of \$54,000 for Eden Housing, Inc. for the 2018/19 Fiscal Year. Roll call vote found all in favor; passed and so ordered.

Motion was made by Commissioner Eder and seconded by Commissioner Lieberg to accept the Parks & Community Services Commission Subcommittee Ranking and Funding Allocations for the HOME Investment Partnership Program Funds in the amount of \$58,000 for Housing Authority County of San Joaquin Inc. for the 2018/19 Fiscal Year. Roll call vote found all in favor; passed and so ordered.

6. COMMISSIONER COMMENTS

- Commissioner Miller commended staff on making the project a more quantitative process.
- Commissioner Eder expressed she is happy to be a part of the vibrant Tracy Community.
- Vice Chair Jimenez was not able to provide an update from the Tracy Friends for Parks, Recreation and Community Services Foundation as she was unable to attend last month's meeting due to scheduling conflicts. She stated that she submitted the Parks Commission Report to the Foundation for their records. Vice Chair Jimenez asked staff to submit to her any funding needs for volunteer projects that she can return to the TFFPRCSF for their review. She further thanked staff for their assistance with the grant funding allocation process.

7. ADJOURNMENT - Time: 9:41 p.m.

ACTION: Motion was made by Commissioner Magaña and seconded by Commissioner Miller to adjourn. Roll call vote found all in favor; passed and so ordered.

The above agenda was posted at Tracy City Hall on January 26, 2018. The above are action minutes. A recording is available at the Parks and Recreation Department.

Brian MacDonald, Staff Liaison

CITY OF TRACY
PARKS AND COMMUNITY SERVICES COMMISSION MEETING
March 1, 2018

AGENDA ITEM 6.a.

REQUEST

DISCUSSION ON SETTING PARKS AND COMMUNITY SERVICES COMMISSION GOALS

DISCUSSION

At the Regular Meeting of the Parks and Community Services Commission on October 5, 2017 the Commission approved the Commission Goals and Objectives for Fiscal Year 2017/2018 (Attachment B). Since then, four new Parks Commissioners were appointed.

In the past, the Parks and Community Services Commission have set annual goals that were used to focus their activities for the year. These goals provide a road map for the Commission to meet the needs and seek input from the community and to align their actions within the purview of the Commission.

It is important for the commission to consider their goals in the context of the commission's purpose and roles and responsibilities as outlined in the Parks Commission bylaws. As the commission considers their potential goals, consideration should be given to the following items:

1. Does the goal tie in to the Parks Commission purposes or roles and responsibilities?
2. Does the goal fit the S.M.A.R.T. pattern? (Specific, Measurable, Attainable, Relevant, Timely)
3. What will be the outcome for each goal?
4. How are we ensuring that there is community involvement?

Additionally, when creating a new plan for the commission, it is important to know the difference between a goal and an objective. A goal establishes where you want to go or what you want to do. An objective is a specific step that is needed in order to reach your goal. Goals are generally broader in nature while an objective will be more specific and will have a timeline and action steps associated with it.

Staff would like the Commission to review the purpose, roles and responsibilities of the Parks and Community Services Commission (Attachment A) and your past goals (Attachment B), and give the newly appointed Commissioners an opportunity to provide input. We will then bring back for your approval, at a later meeting, any revisions made to your goals and objectives for fiscal year 2017/2018.

FISCAL IMPACT

There is no fiscal impact to the General Fund for this item at this time.

RECOMENDATION

That the Commission provide input on Parks Commission Goals and Objectives for Fiscal Year 2017/ 2018.

ATTACHMENTS

Attachment A – Purpose, Roles and Responsibilities of the Parks and Community Services Commission

Attachment B – FY 2017/2018 Parks and Community Services Commission Goals and Objectives

ATTACHMENT A

PURPOSE, ROLES AND RESPONSIBILITIES OF THE PARKS AND COMMUNITY SERVICES COMMISSION

A. PURPOSE

The purpose of the Parks and Community Services Commission is to:

1. Establish rules and regulations governing the conduct of recreation programs, protection of property and activities of persons in all parks.
2. Establish rates, charges and deposits for the use of any and all recreation facilities.
3. Hold public hearings on recreation programming and facility usage and conduct investigations and surveys for the purpose of obtaining facts and data concerning recreation programs.
4. Review grants, facility developments and designs and recreation programs.
5. Advise the Council on the subject of recreation and facility master planning and development.
6. Make recommendations to the Council regarding the right to exclude persons; to regulate traffic, including pedestrian, equestrian, and vehicular; and to regulate the operations and use of bicycles; the keeping or use of animals; the conducting of assemblies, contests, games, and sports; and the regulation of activities, such as the merchandising, advertising, gambling, solicitation, and imbibing of alcohol, from or in any and all recreation facilities.
7. Forward appeals of any actions of the Commission to the Council.
8. Hear appeals of decisions made by the Parks and Community Services Department Director under TMC 4.40.150 (Special Event Permits).
9. Hear appeals of park permits issued or denied by the Parks and Community Services Department Director under TMC 4.16.160 (Regulations Pertaining to the Use of Park and Recreation Areas and Facilities).

B. ROLE AND RESPONSIBILITIES

The role of the Parks and Community Services Commission is to provide citizen and community perspective and input on the development of park and recreation facilities and the delivery of recreation and community service programs.

PARKS COMMISSION GOALS ~ FISCAL YEAR 2017/18

Item	Goal	Objective	Timeline	Assignment/ Subcommittee
1	<p>COMMUNITY OUTREACH</p> <p>-----</p> <p>Look for ways to get the word out; to make Commission more visible and accessible; to get feedback from community; and to widen participation keeping in mind current economic trends</p>	<p>1.A. Ensure representation with the Tracy Friends for Parks, Recreation & Community Services Foundation</p>	<p>Monthly meetings</p>	<p>Jimenez</p>
		<p>1.B. Ensure representation with the Tracy Senior Association</p>	<p>Monthly meetings</p>	<p>Vacant</p>
		<p>1.C. Public Outreach at Block Party or other city sponsored events twice per year.</p>	<p>As scheduled in conjunction with the City booth</p>	<p>Jimenez</p>
		<p>1.D. Public Outreach at Farmer's Market twice per year.</p>	<p>As scheduled in conjunction with the City booth</p>	<p>Gouveia</p>
		<p>1.E. Conduct a Special Meeting at the Lolly Hansen Senior Center.</p>	<p>Annually in November</p>	<p>All</p>
		<p>1.F. Provide monthly reports on Parks Commission activities to the Tracy Unified School District (TUSD)</p>	<p>Monthly meetings</p>	<p>Gouveia</p>
2	<p>PROGRAM ENHANCEMENT</p> <p>-----</p> <p>Look for ways to enhance Recreation Programs that will provide community benefit</p>	<p>2.A. Research an Adopt a Park Program</p>	<p>June 2018</p>	<p>Vacant</p>
		<p>2.B. Research the Park Watch Program</p>	<p>June 2018</p>	<p>Levoit</p>
<p>PARKING LOT:</p>				

CITY OF TRACY
PARKS AND COMMUNITY SERVICES COMMISSION MEETING
March 1, 2018

AGENDA ITEM 7.b.
RECEIVE RECREATION DIVISION UPDATES

SENIORS

By Jolene Jauregui

For the month of January there were approximately 3,059 repeat seniors that attended the Senior Center. Each week the Senior Center welcomes new participants into our programs. We had 34 new seniors visit and tour the center for the month of January.

During the month of January, the Senior Fitness programs had 1,195 repeat participants. A variety of fitness classes are offered Monday thru Friday. Each class has very little to no impact on the body and is adaptable for every fitness level. On January 10, the Senior Center introduced its new BARRE for Active Aging fitness class which focuses on strengthening muscles through mixed elements of Pilates, Yoga, Ballet and Functions Training.

Throughout the month of January, the Senior Center served 404 hot lunches with an additional 45 seniors joining with their own lunches in the Multi-purpose room. In addition, Meals on Wheels delivered meals to 41 homebound seniors in Tracy. Meals are delivered every Tuesday for a 5 day supply.

Highlights for February:

- AARP Tax Assistance began on February 5. There are 70 seniors signed up for the month of February. Appointments are available on both Monday's and Tuesday's.
- On Tuesday, February 13, the senior center offered an iPhone training class in partnership with California Telephone Access Plan. There were 9 seniors that learned how control volume, send text messages, connect Bluetooth devices and much more.
- On Tuesday, February 13, the annual Lunch & a Movie was held in the lobby of the Grand Theatre Center for the Arts. There were 61 seniors that enjoyed a lovely lunch catered by Olive Garden, followed by a Valentine's Day themed movie.
- On Wednesday, February 14, a seminar covering "Fall Prevention & Balance" was presented by Visiting Angels to a group of 11 seniors. The seniors in attendance walked away with a greater knowledge of how to prevent falls and strengthen their balance.

Upcoming events and programs:

- On Friday, March 16, the Senior Center will host a St. Patty's Day Luncheon. This annual event brings in a large crowd of over 100 seniors who enjoy listening to Irish music, visiting with friends and enjoying a traditional St. Patrick's Day lunch.
- On Wednesday, April 18, the Senior Center will be taking a trip to Fresno's Forestiere Underground Gardens. The site is a network of underground rooms, courtyards and passageways alive with fruit producing trees and vines.
- On Wednesday, April 26, seniors will enjoy a wonderful spring afternoon in the Senior Outdoor Recreation Area at our Spring Time in Paris event. 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.

1. BARR for Active Aging
2. Taxes
3. Lunch and a Movie

1.



2.



3.



SPECIAL INTEREST

By Jolene Jauregui

Each month the Special Interest division holds classes for various age groups that are impactful, innovative and exciting! Participants are taught in a fun and safe environment.

The K-9 Development teaches traditional dog training skills. You learn the basics in handling and building relationship skills on working towards a reliable Canine. A total of 27 were enrolled between the Wednesday and Saturday classes.

Senior Tai Chi helps to reduce stress, increase relaxation and improve overall wellness. Tai Chi is safe and easy to learn. A total of 11 enrolled in the Tai Chi class offered for seniors.



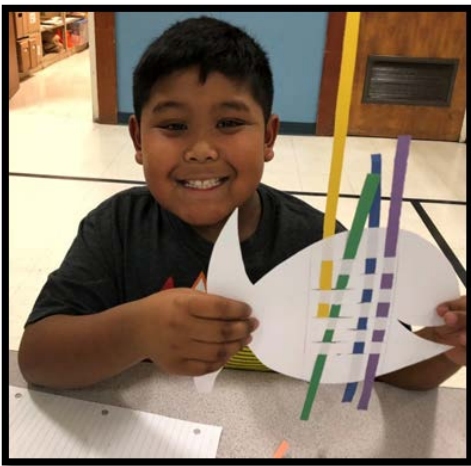
A.S.P. – AFTER SCHOOL PROGRAM

By Jolene Jauregui

The ASP (After School Program) is a program offered at Louis Bohn, Poet Christian and Wanda Hirsch Schools. The program continues to provide healthy snacks, homework help, recreation games and arts and crafts. For the month of February, participants celebrated Valentine’s Day with heart themed crafts such as heart hippos and love bugs. Participants also honored Chinese New Year by making paper lanterns and yarn dragons.

For the month of January:

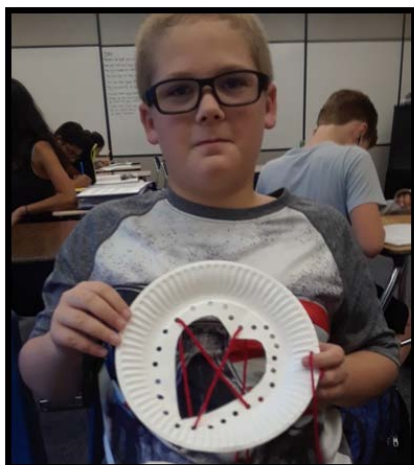
Site	Full Time	Daily	Hourly
Bohn	8	0	6
Hirsch	13	1	5
Poet-Christian	8	2	13



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 52 teens enrolled this school year. For the month of February, love was in the air as participants made paper plate yarn hearts and played the conversation heart game. They also made Mardi Gras masks and celebrated National Pet Day by sharing about their pets.



Recreation Division Report
 Quarterly Senior Update
 2-16-2018 Revised

Comments from Senior Center Comment Box

Date	Concern/Comment	Status	How often do you visit?
12/1/2017	No Concerns/Comments		
12/8/2017	No Concerns/Comments		
12/15/2017	No Concerns/Comments		
12/22/2017	Holiday		
12/29/2017	No Concerns/Comments		
1/5/2018	No Concerns/Comments		
1/12/2018	No Concerns/Comments		
1/19/2018	Learn to read beginners class	Anonymous submission: Staff will research contractors or volunteers to offer a beginners reading class at the Lolly Hansen Senior Center. Tracy Adult School also offers an Adult Education Basic class that may benefit the participant.	First time
1/26/2018	No Concerns/Comments		
2/2/2018	No Concerns/Comments		
2/9/2018	No Concerns/Comments		
2/16/2018	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 forty-one months, 159 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.

**CITY OF TRACY
PARKS AND COMMUNITY SERVICES COMMISSION MEETING
March 1, 2018**

AGENDA ITEM 7.c.

RECEIVE AQUATICS, ATHLETICS, & COMMUNITY FACILITIES DIVISION UPDATES

SPORTS FIELD UPDATES

by Christine Mabry

Spring is baseball and softball season, and many individual coaches have rented City of Tracy ball fields for extra practice time for their teams. At this time, all ball fields, the only exception being Tiago Park, are booked every weekday afternoon/evening and most weekend days. Soccer fields are also booking quickly, with the majority of fields at maximum capacity.

AQUATICS PROGRAM UPDATES

by Justin Geibig

The City of Tracy Parks and Recreation Department is in the process of hiring Pool Managers, Senior Lifeguards and Lifeguard/Swim Instructor positions for the 2018 Aquatics Summer season.

The Joe Wilson Pool will be offering two new Dive-In Movie events this summer playing the hit films "Lilo and Stitch" on June 8 and "Coco" on September 7. The first session of the 2018 Aquatics season will begin on June 2 with recreational swim at Joe Wilson Pool.

ATHLETICS PROGRAM UPDATES

by Justin Geibig

Softball Leagues: The 2018 Spring Adult Softball season kicked off on February 23 with the Friday night Men's Division and the Monday night Coed Division began on February 26. This season there are 14 teams registered

Junior Warriors: The 2017/18 Jr. Warriors Basketball season officially concluded on Saturday, February 10 with all divisions competing in the championship. There were a total of 28 teams and 270 participants that participated in the Jr. Warriors Basketball program this season.

SPECIAL EVENTS & MOUs

by Christine Mabry

The Tracy Municipal Code allows the City Council, by resolution, to issue a permit allowing the consumption of alcohol on public streets and the like at an organized event of community-wide interest. The Parks & Recreation Department is coordinating several requests for alcohol permits in conjunction with community events and is seeking Council approval at its March 6 regular meeting.

Upcoming Special Events:

- **March 3** – 2nd Annual Tracy ColorVibe 5K @ West Valley Mall

- **March 10** – “So You Wanna Be a Lifeguard?” Staff Recruitment Event (Aquatics program) @ Joe Wilson Pool, 10 am-1 pm
- **March 10** – Tracy Babe Ruth Opening Day @ Legacy Fields, west ball fields, 9:30 am
- **March 10** – Tracy Little League Opening Day @ Legacy Fields, Tracy Little League fields
- **April 7** – Farmers’ Market opens (Saturdays through November 17)
- **April 7** – Taps on Tenth (Tracy City Center Association) @ Downtown Streets
- **April 16** – Volunteer Recognition Event (Recreation Division) @ Civic Center Lobby & Council Chambers
- **April 20** – Girls’ Night Out (Recreation Division) @ Grand Theatre
- **April 21-22, 28-29 & May 5-6** – CYSA (CalNorth) State Cup Tournament @ Tracy Sports Complex, Placentia Fields, and Legacy Fields soccer fields
- **May 4** – Downtown Block Party @ Downtown Plaza
- **May 5** – Tracy Clutch Burners Car Show @ Dr. Powers Park