

# 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, November 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 Regular Meeting Minutes for September 6, 2018 and October 4, 2018
6. Old Business
  - a. Updates on Commission Goals and Objectives for Fiscal Year 2018-19
7. New Business
  - a. Appoint a Three Member Subcommittee to Evaluate and Rank Community Development Block Grant (CDBG) and Home Investment Partnership Program (HOME) Funds Applications and Make Funding Allocation Recommendations for the 2019/20 Fiscal Year
  - b. Review and Approve the New Front Street Plaza Monument
8. Items from Staff
  - a. Receive Parks & Recreation Director Report
    - i. Legacy Fields
    - ii. Multi-Generational Recreation Center
  - b. Receive Public Works Parks Maintenance Division Report
9. Items from the Commission
10. Items from the Audience
11. Adjournment

AGENDA POSTED: October 25, 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 Recreation Department located at 333 Civic Center Plaza, Tracy, during normal business hours.

**PARKS & COMMUNITY SERVICES COMMISSION**  
**REGULAR MEETING MINUTES**  
**September 6, 2018, 7:00 p.m.**

City Council Chambers, 333 Civic Center Plaza

1. CALL TO ORDER

Chair Levoit called the meeting to order at 7:02 p.m.

2. ROLL CALL

Present: Chair Levoit, Vice Chair Jimenez, and Commissioners Lieberg, and Gouveia

Absent: Commissioners Miller, Magaña, and Eder

Staff Present: Jolene Jauregui-Correll, Recreation Services Supervisor; Richard Joaquin, Parks Planning & Development Manager, Thien Nguyen, Recreation Services Supervisor, Todd Rocha, Superintendent of Parks, Sports Fields and Urban Forestry, David Murphy, Urban Forestry Supervisor

Recorded By: Laura Borjon, Executive Assistant

3. PLEDGE OF ALLEGIANCE

Richard Joaquin, Parks Planning & Development Manager, led the Pledge of Allegiance

4. ITEMS FROM THE AUDIENCE

Theo Clark, 550 West Deerwood Lane, requested that the city consider making a lake at the rock quarry location, on the south side of Tracy.

5. APPROVAL OF MINUTES – August 2, 2018

Vice Chair Jimenez requested an amendment item 7.b. adding “and erect a monument to commemorate the new name.” Commissioner Lieberg requested an amendment adding his name to the approval vote.

**ACTION:** Motion was made by Vice Chair Jimenez and seconded by Commissioner Lieberg to approve amended minutes from regular meeting on August 2, 2018. Roll call vote found all in favor; passed and so ordered.

6. NEW BUSINESS

- a. Discuss Commission Goals and Objectives for Fiscal Year 2018-19

**ACTION:** Motion was made by Chair Levoit and seconded by Commissioner Lieberg to defer the item to the regular meeting of October 4, 2018. Roll call vote found all in favor; passed and so ordered.

- b. Appoint Parks Commissioner to Represent the Parks and Community Services Commission at the Urban Forestry Management Plan Stakeholder Meetings

David Murphy, Urban Forestry Supervisor provided the report. Commissioner Lieberg volunteered to serve as representative. Commissioner Jimenez motioned soliciting interest from the three absent commissioners in serving as representative.

**ACTION:** Motion was made by Vice Chair Jimenez and seconded by Commissioner Lieberg to seek interest from the absent commissioners, and if no further interest is identified, Commissioner Lieberg will serve as representative of the Parks and Community Services Commission at the Urban Forestry Management Plan Stakeholder Meetings. Roll call vote found all in favor; passed and so ordered.

c. Review and Provide Input on Revised Sports Field Reservation Handbook

Staff provided the report and presentation. Commission comments and questions followed. Theo Clark, 550 West Deerwood Lane, stated the meeting has been productive and appreciated the invitation to stay and participate.

7. ITEMS FROM STAFF

a. Receive Report from Parks Director

- i. Legacy Fields
- ii. Multi-Generational Recreation Center
- iii. Aquatics Center

Jolene Jauregui, Recreation Services Supervisor introduced Richard Joaquin, Parks Planning & Development Manager who provided a verbal report. Commission comments and questions followed.

b. Receive Quarterly Senior Services Report

Jolene Jauregui, Recreation Services Supervisor provided the report. Commission comments and questions followed.

c. Receive Public Works Parks Maintenance Division Report

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

Vice Chair Jimenez requested staff consider installing security cameras at other parks throughout the city.

David Murphy, Urban Forestry Supervisor provided the forestry portion of the report.

Brian Pekari, representing Tracy United Make a Difference invited everyone to participate at "National Make a Difference Day" events throughout the city on October 27, 2018.

8. ITEMS FROM THE COMMISSION

- Vice Chair Jimenez reported on the Tracy Friends for Parks Recreation and Community Services Foundation Board Meeting.
- Commissioner Lieberg asked when staff would be taking the recommendation for the renaming of the Tracy Ball Park to Council. Staff stated the item is scheduled to go to Council on September 18, 2018.

- Commissioner Gouveia invited all to attend the following events on September 15<sup>th</sup>:
  - 16<sup>th</sup> of September event held at Lincoln Park
  - Saint Bernard's Festival
  - Regional Portuguese Folkloric Dancing at the Portuguese Hall
- Chair Levoit discussed the following items:
  - Skate park & frisbee golf
  - Possibility of having a car show at Lincoln Park
  - Repair of the Boyd Service Center sign & possibly having a re-dedication ceremony
  - Reviewing the Parks and Community Services Commission bylaws and responsibilities
  - Feasibility of the city planting Monkey Paw trees.

9. ITEMS FROM THE AUDIENCE

10. ADJOURNMENT - Time: 8:27 p.m.

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

The above agenda was posted at Tracy City Hall on August 30, 2018. The above are action minutes. A recording is available at the Parks and Recreation Department.

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Brian MacDonald, Staff Liaison

**PARKS & COMMUNITY SERVICES COMMISSION**  
**REGULAR MEETING MINUTES**  
**October 4, 2018, 7:00 p.m.**

City Council Chambers, 333 Civic Center Plaza

1. CALL TO ORDER  
Chair Levoit called the meeting to order at 7:02 p.m.
  
2. ROLL CALL  
Present: Chair Levoit, Vice Chair Jimenez, and Commissioners Lieberg, Miller, Magaña, and Eder  
Absent: Commissioner Gouveia  
Staff Present: Brian MacDonald, Parks & Recreation Director; Richard Joaquin, Parks Planning & Development Manager, Thien Nguyen, Recreation Services Supervisor, Justin Geibig, Recreation Coordinator; Todd Rocha, Superintendent of Parks, Sports Fields and Urban Forestry,  
Recorded By: Laura Borjon, Executive Assistant
  
3. PLEDGE OF ALLEGIANCE  
Brian MacDonald, Parks & Recreation Director, led the Pledge of Allegiance
  
4. ITEMS FROM THE AUDIENCE
  
5. APPROVAL OF MINUTES – September 6, 2018  
Approval of meeting minutes was deferred to the Regular meeting on November 1, 2018 to be approved by a quorum of the commissioners present at the meeting.
  
6. NEW BUSINESS
  - a. Discuss Commission Goals and Objectives for Fiscal Year 2018-19  
  
Brian MacDonald, Parks & Recreation Director provided direction on the discussion. Commissioner comments and questions followed. The commission chose the following Goals and objectives for fiscal year 2018-19:
    1. Community Outreach
      - A. Ensure representation with the Tracy Friends for Parks, Recreation & Community Services Foundation
      - B. Ensure representation with the Tracy Senior Association
      - C. Public outreach at community events
      - D. Conduct a special meeting of the Parks Commission at the Lolly Hansen Senior Center
      - E. Increase communications with local school district
      - F. Conduct outreach for park and recreational activities
    2. Program Enhancement  
Staff suggested continuing the discussion at the November 1, 2018 regular meeting.
  
  - b. Review and Approve Changes to the 2019 Sports Field Reservation Handbook  
  
Staff provided the report. Commission comments and questions followed.

**ACTION:** Motion was made by Commissioner Eder and seconded by Commissioner Lieberg to approve the changes to the 2019 Sports Field Rental Handbook. Roll call vote found all in favor; passed and so ordered.

7. ITEMS FROM STAFF

- a. Receive Report from Parks Director
  - i. Legacy Fields
  - ii. Multi-Generational Recreation Center
  - iii. Aquatics Center

Richard Joaquin, Parks Planning & Development Manager provided a verbal report. Commission comments and questions followed.

Commission requested staff email them with the location for the upcoming Aquatics Park Launch event.

- b. Receive Athletics and Aquatics Report  
Justin Geibig, Recreation Program Coordinator provided the report. Commission comments and questions followed.
- c. Receive Public Works Parks Maintenance Division Report  
Todd Rocha, Superintendent of Parks, Sports Fields and Urban Forestry provided a verbal report on parks and sports fields. Commission comments and questions followed.

8. ITEMS FROM THE COMMISSION

- Commissioner Magaña discussed the following items:
  - Statistics on summer classes and programs
  - Growing cultural events
  - Which parks can be reserved for “National Night Out”
  - Participation on MCYSN Grant Scoring Committee
  - Tracy Community Garden
  - Children’s Day Festival in Tracy
- Chair Levoit discussed the following items:
  - Arbor Day presentation information
  - Cancellation of soccer games
  - Restroom hours for automatic locks
  - Flyer for more awareness of tree benefits
  - Parking on grass at Lincoln Park
  - Adding collaboration with Arts Commission to goals
- Commissioner Miller suggested moving items from staff up on the agenda if there are no audience members
- Vice Chair Jimenez reported on the Tracy Friends for Parks Recreation and Community Services Foundation Board meeting and invited everyone to the Micke Grove Zoo Trick or Treating event

9. ITEMS FROM THE AUDIENCE

10. ADJOURNMENT - Time: 9:36 p.m.

**ACTION:** Motion was made by Commissioner Eder 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 September 27, 2018. The above are action minutes. A recording is available at the Parks and Recreation Department.

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Brian MacDonald, Staff Liaison

DRAFT

**Tracy Parks and Community Services Commission**

Updated: October 24, 2018

**PARKS COMMISSION GOALS ~ FISCAL YEAR 2018-19**

Goal	Objective	Tasks	Timeline	Assignment/ Subcommittee	Status	
<b>COMMUNITY OUTREACH</b>  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	<b>1.A.</b>	Ensure representation with the Tracy Friends for Parks, Recreation & Community Services Foundation	<b>1.A.1</b>	Attend monthly meetings and report back to Commission	Monthly meetings	
	<b>1.B.</b>	Ensure representation with the Tracy Senior Association	<b>1.B.1</b>	Attend monthly meetings and report back to Commission	Monthly meetings	
	<b>1.C.</b>	Public outreach at community events twice per year	<b>1.C.1</b>	Attend Farmers Market	Twice per year	
			<b>1.C.2</b>	Attend Block Party	Twice per year	
			<b>1.C.3</b>	Attend Blues, Brews & BBQ	September	
	<b>1.D.</b>	Public outreach to senior community	<b>1.D.1</b>	Conduct a special meeting of the Parks Commission at the Lolly Hansen Senior Center	Annually in November	All Commissioners
	<b>1.E.</b>	Increase communications with local school districts	<b>1.E.1</b>	Attend monthly meetings and report back to Commission	Monthly meetings	
<b>1.E.2</b>			Attend monthly meetings and report back to Commission	Quarterly meetings		
<b>1.F.</b>	Conduct outreach for park and recreational activities	<b>1.F.1</b>				
<b>PROGRAM ENHANCEMENT</b>  Look for ways to enhance Recreation Programs that will provide community benefit	<b>2.A.</b>	TBD				
	<b>2.B.</b>	TBD				

**PARKING LOT:**

Programming for Multi-Generational Recreation Center



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

**AGENDA ITEM 7.a.**

REQUEST

**APPOINT A THREE MEMBER SUBCOMMITTEE TO EVALUATE AND RANK CDBG AND HOME FUNDS APPLICATIONS AND MAKE FUNDING ALLOCATION RECOMMENDATIONS FOR THE 2019/20 FISCAL YEAR**

BACKGROUND

Community Development Block Grant (CDBG) and Home Investment Partnership Program (HOME) funds are allocated to cities and counties by the United States Department of Housing and Urban Development (HUD) for use in projects, programs, and services that demonstrate a benefit to low and moderate income persons by providing “decent housing, a suitable living environment, and for expanding economic opportunities.” Applicants must meet one of HUD’s National objectives and criteria for eligibility.

On November 15, 2016, City Council approved the following CDBG and HOME local funding priorities in order for each program category based on recommendations from this Commission:

CDBG Public Services Category:

- 1 Food Distribution Services
- 2 Homelessness Prevention, Intervention and Transitional Housing Services
- 3 Senior and Special Needs Services
- 4 Domestic Violence Services
- 5 Youth Education and Enrichment Services

CDBG Public Facilities/Improvements Category:

- 1 Public Parks and Facilities
- 2 Removal of Architectural Barriers (ADA)

HOME Program:

- 1 Address issues of public safety, health and welfare;
- 2 Rehabilitate residential properties occupied by low income persons; and,
- 3 Partner to construct income restricted family and senior housing facilities.

In order to encourage meaningful citizen involvement, public examination and appraisal of the process, as well as enhance program accountability, a subcommittee of the Parks and Community Services Commission was established to evaluate, score and make funding allocation recommendations on the CDBG applications. The subcommittee is composed of three members of the Parks and Community Services Commission, selected each year by the Commission Chair.

## DISCUSSION

The City of Tracy's estimated CDBG allocation for FY 2019-2020 is approximately \$437,000. Funding for CDBG public service activities is capped at 15% of the City's annual allocation. The additional 85% of the annual allocation is dedicated to public facilities and public improvement projects in the community.

Additionally, an estimated appropriation of Federal HOME Investment Partnership Program (HOME) funds in the amount of \$112,000 will be available for general housing activity such as: homeowner housing re-construction and/or rehabilitation, new construction of affordable housing and other eligible activities.

As a grant program partner of the County, the City of Tracy will accept CDBG/HOME applications for services and projects in the city and make priority ranked funding recommendations to San Joaquin County for a final selection of grant awardees.

The role of the subcommittee will be to review received applications for consistency with adopted local funding priorities, score and prioritize the funding of applications, and make a funding allocation recommendation to the full Commission which will then provide a formal recommended action to the City Council. City Council will be asked to review and accept the recommendation of services and projects for final approval by the San Joaquin County Board of Supervisors.

CDBG applications for FY 2019-20 will be made available to the public in December 2018. The deadline for application submittal will be in mid-January 2019. Staff will hold a public outreach meeting in January 2019, prior to the Parks and Community Services Commission meeting, to answer questions regarding the application requirements and process.

The CDBG subcommittee will conduct a public meeting to review, score, and rank the applications following the application deadline. The subcommittee's recommendations will be presented to the Parks and Community Services Commission thereafter. The Commission's recommendations will go before the City Council during a public hearing in late February 2019.

## RECOMMENDATION

That the Commission appoint a three-member subcommittee to evaluate, score and rank the CDBG and HOME funds applications and make funding allocation recommendations for the 2019-2020 Fiscal Year.

Prepared by: Vanessa Carrera, Economic Development Analyst

Approved by: Brian MacDonald, Parks & Recreation Director

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

**AGENDA ITEM 7.b**

REQUEST

**REVIEW AND APPROVE A RECOMMENDATION TO CITY COUNCIL REGARDING  
THE DESIGN OF THE FRONT STREET PLAZA MONUMENT**

BACKGROUND

City Council approved the Parks Commission recommendation to rename Sixth Street Plaza to Front Street Plaza at its regular meeting on October 16, 2018. Staff worked with the Westside Pioneers Association on the design of a new monument to commemorate the new name. A rendering of the design is attached for your review.

DISCUSSION

Staff from Parks and Recreation and Public Works Departments have met with representatives from the Westside Pioneers Association and agree that the design of the First Street Plaza Monument meets the City of Tracy's Monument Establishment and Placement Requirements for Public Parks, Public Right of Way and Public Buildings. Staff is asking the Commission to review the design from the Westside Pioneers Association and provide input as to the proposed design.

FISCAL IMPACT

There is no fiscal impact with this item.

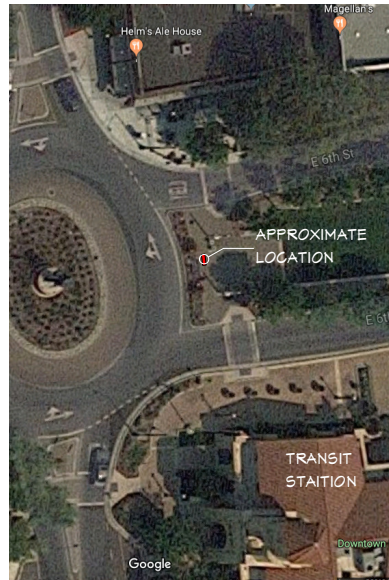
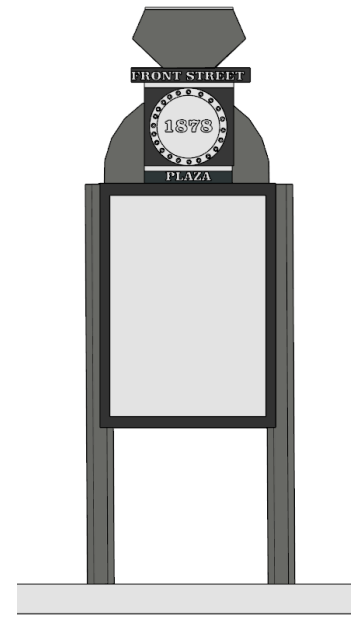
RECOMMENDATION

Staff recommends the Parks and Community Services Commission review the design of the Front Street Plaza Monument, and if approved, make a recommendation to City Council for approval of the design.

Prepared by: Brian MacDonald, Parks & Recreation Director

Attachment – Front Street Plaza Monument Rendering

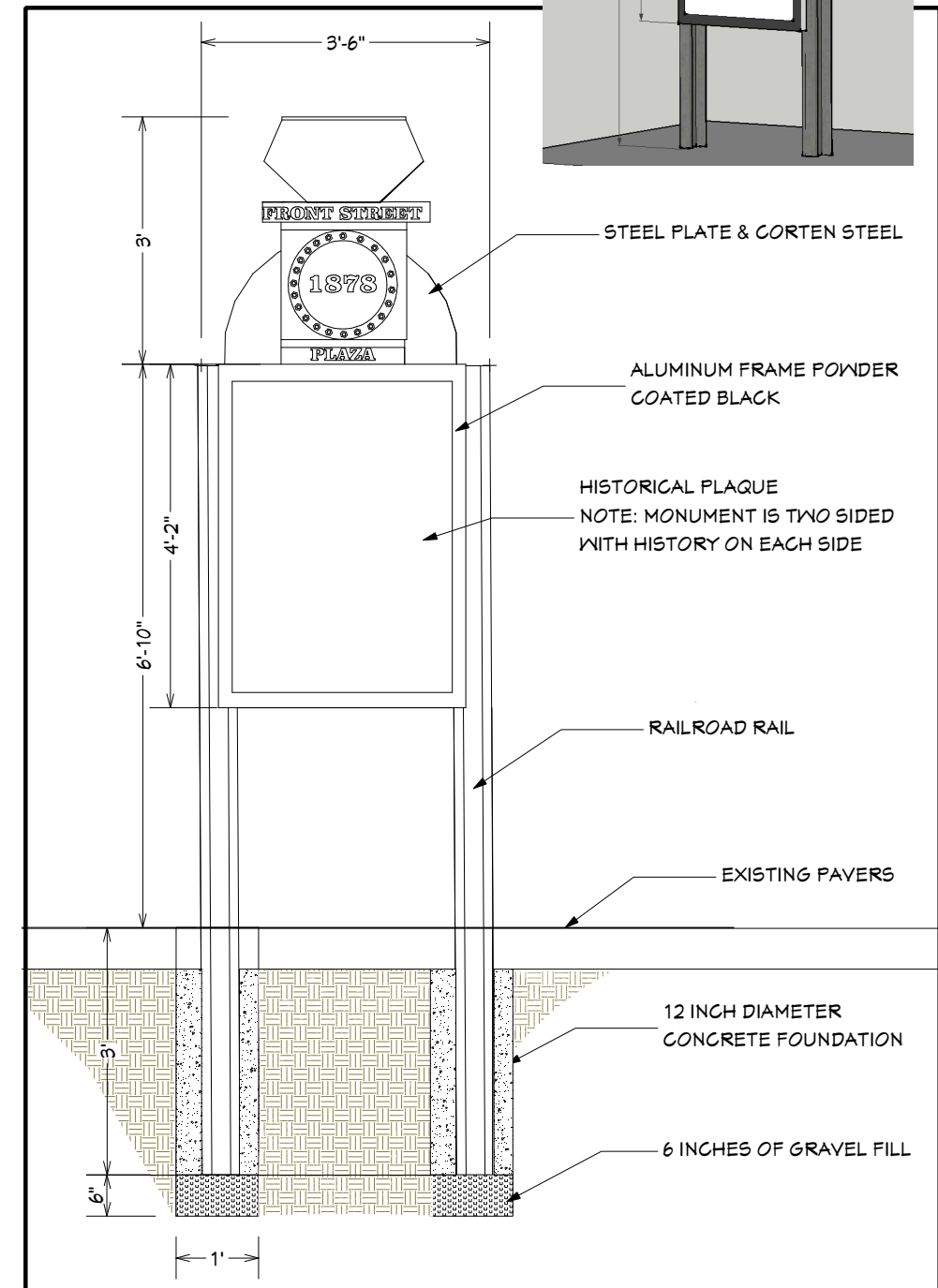
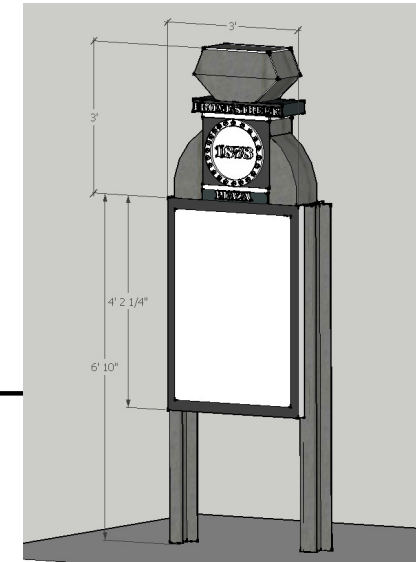
# FRONT STREET PLAZA HISTORICAL MONUMENT



LOCATION MAP



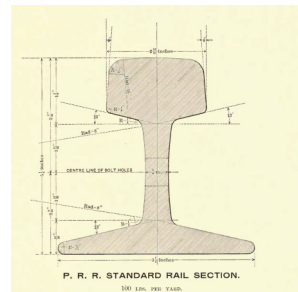
MONUMENT IN PLAZA



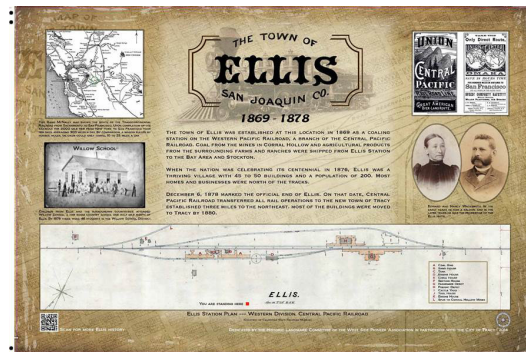
## MONUMENT MATERIALS



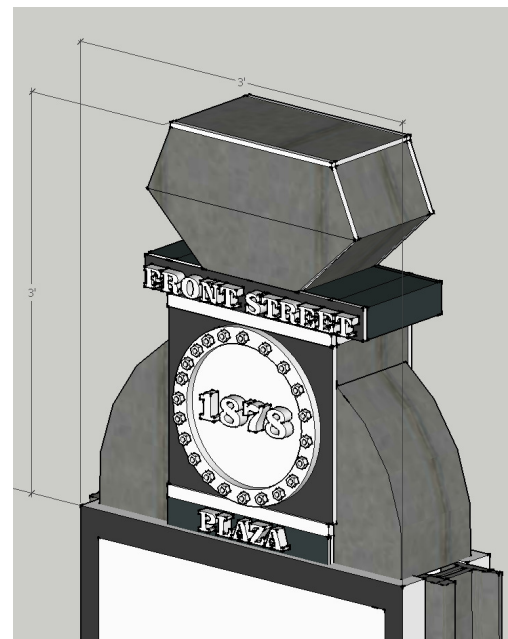
CORTEN & PLATE STEEL COLOR PALETTE



RAILROAD RAIL



HISTORICAL PLAQUE SAMPLE



## FRONT STREET PLAZA HISTORICAL MONUMENT 6th & CENTRAL, TRACY, CA 95376

### REVISIONS

JOB NAME:  
WSPA MARKER  
FILE NAME:  
SCALE:  
N/A  
DRAWN BY:  
PM  
DATE: 10.23.18

SHEET TITLE:  
PLAZA  
DETAIL