

PARKS & COMMUNITY SERVICES COMMISSION
REGULAR MEETING MINUTES
December 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 7:00 p.m.

2. ROLL CALL

Present: Chair Levoit, and Commissioners Lieberg, Miller, Magaña,

Absent: Vice Chair Jimenez, Commissioner Gouveia and Commissioner Eder

Staff Present: Jolene Jauregui-Correll, Recreation Services Supervisor; Lauren Repetto, Recreation Coordinator, Amanda Jensen, Recreation Coordinator, Shelley Burcham, Economic Development Manager, Barbara Harb, Economic Development Management Analyst, and Vanessa Carrera, Economic Development Management Analyst

Recorded By: Laura Borjon, Executive Assistant

3. PLEDGE OF ALLEGIANCE

Chair Levoit led the Pledge of Allegiance

4. ITEMS FROM THE AUDIENCE

None.

5. APPROVAL OF REGULAR MEETING MINUTES – September 6 and October 4, 2018

Approval of meeting minutes was deferred to the Regular meeting on December 4, 2018 to be approved by a quorum of the commissioners present at the meeting.

Regular Meeting Minutes for November 1, 2018 Commissioner Lieberg requested clarification that the September 6 meeting minutes was deferred and the October 4 meeting minutes were approved.

Confirmed by Laura Borjon.

Special Meeting Minutes for November 7, 2018

ACTION: Motion was made by Commissioner Lieberg and seconded by Commissioner Miller to approve the Regular Meeting Minutes from November 1, 2018. Roll call vote found all in favor; passed and so ordered.

ACTION: Motion was made by Commissioner Lieberg and seconded by Commissioner Miller to approve the Special Meeting Minutes from November 7, 2018. Roll call vote found all in favor; passed and so ordered.

6. Old Business

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

Per Staff Jauregui-Correll, program item tasks will be updated and discussed as needed.

7. New Business

a. Receive, Discuss, and Accept the 2018-2019 Youth Advisory Commission Annual Report

Youth Advisory Commissioners Siddiqui and J. Kaur presented the annual report. Questions and comments followed. Commissioner Magana encouraged YAC to consider skate park and cultural activities.

- b. Discuss, Select, and Adopt a Consistent Funding Allocation Formula for the City of Tracy's Community Block Grant and Home Investment Partnership Programs to be used for FY 2019-2020 and Future Notice of Funding Availability (NOFA) Opportunities

Vanessa Carrera, Economic Development Management Analyst provided a presentation for the Community Development Block Grant (CDBG) and Home Investment Partnership Program (HOME) funding allocation process and subcommittee ranking and scoring recommendations. Additional clarifications and discussions were provided by staff Shelley Burcham, Economic Development Manager and Barbara Harb, Economic Development Management Analyst.

A subcommittee Recommendation by Commissioner Miller to revisiting scoring sheet for future applicants for year 2020-21. Staff Burcham recommends the consultant be present to provide insight.

ACTION: Motion was made by Commissioner Lieberg and seconded by Commissioner Miller to approve the funding allocation formula option D. Tier 1 recipients will have their request fully funded up to a maximum allocation of \$12,000, tier 2 recipients will be fully funded up to a maximum of \$8,000, and tier 3 recipients will be funded \$5,000 until funds are diminished. Any remaining funds less than the minimum \$5000 will be applied to the tier 3 recipients provided they do not exceed the tier 2 maximum allotment. Further the, funding allocation formula will remain in effect until 2021. If the grant amount is significantly increased, the maximum allocation amounts may be reevaluated to increase as a percentage of the total allocation. Roll call vote found all in favor; passed and so ordered.

8. Items from Staff

- a. Receive Parks & Recreation Director Report
 - i. Legacy Fields

Staff Jauregui-Correll, provided an update on behalf of Richard Joaquin. The soccer field restrooms and concession stand are completed. Baseball restroom and concession stand and maintenance yard construction are ongoing, baseball field 1 is anticipated to be completed by the end of December.

- b. Receive the Special Interest Program Report

Lauren Repetto, Recreation Coordinator presented the report and provided the new Winter/Spring activity guide. Special interest offered 98 courses with 344 classes, with a net revenue of \$155,198.00 and an average participant cost of \$60.00. Commission comments and questions followed. STEM, special needs and nature camps are encouraged by Commissioner Magana.

- c. Receive Comments from Senior Center Comment Box from June–November 2018

Staff Amanda Jensen, Recreation Coordinator provided the Commission with a copy of the comments received from the Senior Center comment box, there were no questions.

9. Items from the Commission

- Commissioner Lieberg thanks staff for their hard work.
- Commissioner Miller requests adding an agenda item to review and discuss the Community Development Block Grant (CDBG) and Home Investment Partnership Program (HOME) grant process in the spring (Feb, March, or April 2019) for the following years application process. Commissioner Lieberg supported the request.
- Chair Levoit discussed
 - homelessness in Lincoln Park
 - CPRS conference in March

Commissioner Miller requested adding homelessness in the parks to the next agenda, seconded by Commissioner Magana.

10. Items from the Audience

Staff Laura Borjon notified commission of her leaving the City of Tracy for a new employment opportunity.

11. Adjournment

Time: 9:09 p.m.

ACTION: Motion was made by Commissioner Miller 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 November 30, 2018. The above are action minutes. A recording is available at the Parks and Recreation Department.



Brian MacDonald, Staff Liaison