

PARKS & COMMUNITY SERVICES COMMISSION
REGULAR MEETING MINUTES
October 3, 2019

1. CALL TO ORDER:

Chair Miller called the meeting to order at 7:00 p.m.

2. ROLL CALL:

- a. Present: Chair Miller, Vice Chair Leiberg, and Commissioners Costa, Jimenez, Levoit, Magana, and Singh
- b. Absent: None
- c. Staff Present: Brian MacDonald, Parks & Recreation Director & Jolene Jauregui, Recreation Services Supervisor
- d. Recorded By: Grace Strmiska, Administrative Assistant

3. PLEDGE OF ALLEGIANCE:

The pledge of allegiance was led by Commissioner Levoit

4. ITEMS FROM THE AUDIENCE:

None

5. APPROVAL OF MINUTES FROM

- a. Review and Approve the Regular Meeting Minutes from August 1, 2019

ACTION: The motion was made by Commissioner Levoit and seconded by Commissioner Magana to approve the Regular Meeting minutes from August 1, 2019. Roll call vote found Commissioners Costa, Jimenez, Singh, Vice Chair Leiberg and Chair Miller all in favor; passed and so ordered

6. OLD BUSINESS:

- a. None

7. NEW BUSINESS:

- a. None

8. ITEMS FROM THE PARKS & RECREATION DIRECTOR:

- a. Parks Department and City Council Project Updates

Brian MacDonald, Director of Parks & Recreation updated the commission regarding new training opportunities. If the commission is interested in new training opportunities, please do a formal request in writing via email. Due to limited budget this year, Director MacDonald requested the commission to appoint commission members to attend. This will be voted upon at the November commission meeting.

Commission questions followed.

Brian MacDonald answered the question of the commission.

Brian MacDonald, Director of Parks and Recreation gave report on City Council Projects. Brian let the commission know that the Council will be adopting a Code of Conduct which was supposed to be discussed at the October 1st council meeting, however, this was pushed to the October 15th City Council meeting. Brian explained what the Code of Ethics is and what the next steps will be, which is a list of protocols.

Brian let the commission know that once this is adopted, City Manager, Jenny Haruyama and City Attorney, Leticia Ramirez will attend a Parks Commission meeting to provide training to all Commissioners. Director Brian MacDonald invited all to attend the October 15th Council Meeting should they want to be involved.

Comments from Chair Miller to the commission followed

Questions from commission to Chair Miller followed

Comments from Director, Brian MacDonald followed

Chair Miller asked Director Brian MacDonald for an update regarding the Block Grant review. Brian MacDonald, Director of Parks and Recreation let commission know that this will be going back to Council in November by Vanessa Carrera and the Economic Development department.

9. ITEMS FROM THE STAFF:

None

10. ITEMS FROM THE COMMISSION:

- a. Commission Vision for 2020 & assign a subcommittee to review the roles and scopes of the Commission and update Commission Policy & Procedures

Chair Miller presented on the Vision of 2020 for Commission and opened a discussion regarding assigning a subcommittee to review the roles and scopes of the Commission and beginning to update the Commission Policy and Procedures

Brian MacDonald, Director of Parks and Recreation recommended to the Commission that a 2 or 3 person subcommittee be put in place to meet with Brian and take the lead to come up with a clear path regarding the roles and scope of the Commission and help train the Commission in the future pertaining to City Council direction.

ACTION: Commissioner Jimenez, Singh, and Chair Miller volunteered to be on the subcommittee. A motion was made by Vice Chair Leiberg to appoint Chair Miller, Commissioner Jimenez, and Commissioner Singh to the subcommittee. Commissioner Magana seconded the motion. Roll call found, all in favor; passed and so ordered.

- b. Update Fiscal Year 2019-2020 Goals and Objectives

Brian MacDonald, Director of Parks and Recreation provided the Commission direction on his expectations for the Goals and Objectives for 2019-2020 and asked they keep it to 2 per commission.

Jolene Jauregui, Recreation Services Supervisor recommended they look at the goal and decide as a group to keep it or tweak it or remove it completely.

Commission discussed the following Goals and Objectives

1. Goal – Community Outreach

1.A. - Ensure Representation with the Tracy Friends for Parks, Recreation, & Community Services Foundation.

Assigned to: Jimenez; Alt: Levoit

1.B. - Ensure representation with the Tracy Senior Association.

Assigned to: Miller

- 1.C. - Public Outreach at community events twice a year. Assigned to:
 - 1.C.1 – Attend Farmers Market - Assigned to: Lieberg & Levoit
 - 1.C.2 – Attend Block Parties – Assigned to: Magana & Singh
 - 1.C.3 – Attend Blues, Brews, & BBQ – Assigned to: Magana & Singh
 - 1.C.4 – Attend Sponsored Youth Events – Assigned to: Magana
 - 1.C.5 – Attend Movies on the Plaza – Assigned to: Levoit
- 1.D. – Public Outreach to Senior Community
 - 1.D.1 – Conduct a special meeting of the Parks Commission at the Lolly Hansen Senior Center
 - 1.D.2 – Reach out and meet with other senior organizations – Assigned to: Miller
- 1.E. – Increase communication with local school districts
 - 1.E.1 – Attend monthly meetings & report back to Commission Assigned to: Costa
 - 1.E.2 – Attend City/School Liaison meetings and report back to Commission. Assigned to: Levoit; Alt: Leiberg
- 2. Goal - Program Enhancement
 - 2.A. – Sponsor and Support the Rollin’ Rec Program
 - 2.A.1 – Attend a Rollin’ Rec Event. Assigned to: All Commissioners
 - 2.A.2 – Attend Rollin’ Rec Planning Subcommittee Staff Meetings and report back to Commission. Assigned to: Magana & Singh
 - 2.A.3 – Develop a survey to get a feedback on the program. Assigned to: Magana
- 3. Park Facility & Sports Field Safety
 - 3.A. – Safety Need. Assigned to: Levoit & Miller

ACTION: Commissioner Levoit made a motion to approve the update to the Goals and Objectives for 2019-2020. Commissioner Costa seconded the motion. Roll call found Commissioners Jimenez, Magana, Chair Miller and Vice Chair Leiberg all in favor; passed and so ordered. Commissioner Singh was absent during voting as he left for a family emergency.

- c. Commissioner Costa reported she will be attending the next school board meeting and will report back on the budget.

Commissioner Magana reported on Blues, Brews, & BBQ and stated it was a great turn out. She has also attended all the Rollin’ Rec events except for 1. Commissioner Magana would like for all commissioners to promote the program.

Commissioner Magana reported she met with the Tracy Historical Museum and they are excited to participate in putting together a Community Outreach Pioneer Day. Magana stated she will be working closely with them to organize this event. Any suggestions from the commissioners, please let her know. Commissioner Magana also reported that they will be putting together a Citywide Scavenger hunt.

Commissioner Magana asked if a list of parks was listed in the catalog. Jolene let her know at this time they are not, but you can find the list of parks and maps on the website and active registration page.

Commissioner Levoit reported that he attended the homecoming parade for Millennium High as well as he will attend West Highs and Tracy Highs. He stated it went great. Commissioner Levoit reported that Kimball no longer does a parade, but a homecoming celebration at the school.

Commissioner Levoit reported he has attended several events at Lincoln Park. Sept 16th was Mexican Independence Day, Sept 28th was the One World event hosted by the Chamber which was a nice cultural Event. October 5th will be an event with Chest of Hope.

Commissioner Levoit reported he has been reaching out with Operation Helping Hands which involves the Public Health and several nonprofit organizations that help the low income families and homeless. He has been going out and locating the homeless.

Commissioner Levoit also spoke on the Parks Master Plan Outreach yesterday and he pointed out that on Facebook there were many comments left. Commissioner Levoit read aloud a few of those comments. Commissioner Levoit stated the outreach was great with the sticker option to state your points of interest for this project.

Commissioner Levoit would like to amend the mission statement or clarify it. Commissioner Levoit would love for the fire inspector to come out to speak on what needs to be addressed and how he determines what needs to be addressed at events. Invite him to do a presentation. Another presentation from the City attendant and what their duties are. He thanked the City of Tracy for allowing cars to be parked on the grass for car shows.

Commissioner Leiberg attended the Rollin' Rec events and stated they were very well organized and put on he is happy to see we will be continuing it this upcoming year.

Commissioner Leiberg reported on the Farmers Market and he loves the fruits and vegetables. It is a very well attended event

Commissioner Leiberg stated for the record that we continue to push City to build the Aquatic Center. As a Tracy High Water Polo Coach, he wants to congratulate the JV and Varsity teams for beating West High.

Commissioner Jimenez has a question for facilities. Commissioner Jimenez has driven past McDonald Park splash pad where the water is on and no one in sight. She would like for us to use that landscaping as a model for future splash pad sites at the smaller parks. She likes the natural outdoor look.

Commissioner Jimenez handed out a flyer that the Zoological Society will host a Halloween event on October 18, 19, 25, and 26. On October 12th they will be decorating the County Zoo. The kids will be able to trick or treat and visit the educational stations. Please pass this along to anyone you may know.

Commissioner Jimenez reported that the Parks Foundation meeting location was changed due to Dan being out of town and she never received an email with new location, therefore, no report.

Commissioner Miller reported that he attended the Senior Association meeting and they discussed the budget and what projects they are doing and grants they will be seeking. Nothing pertained to the Parks Commission. Their main focus in terms of the City is Senior Safety and improvements for pedestrian's downtown.

Commissioner Miller attended the Master Plan Outreach. He felt it was a very good dynamic and interactional event. Very good presentation.

Commissioner Levoit mentioned the October 26th is Make a Difference Day with a 9:00am presentation at Legacy Fields. All commissioners should attend.

11. ITEMS FROM THE AUDIENCE:

None

12. ADJOURNMENT:

Time of Adjournment: 8:45 p.m.

ACTION: Commissioner Levoit motioned to adjourn and Commissioner Leiberg seconded the motion. Roll call found all in favor, passed and so ordered. Roll call found Commissioners Costa, Jimenez, Magana, and Chair Miller all in favor; passed and so ordered. Commissioner Singh was absent during voting as he left for a family emergency.

The above agenda was posted at Tracy City Hall on September 26, 2019. The above are action minutes. A recording is available at the Parks and Recreation Department.



Brian MacDonald, Staff Liaison