

NOTICE OF SPECIAL MEETING

Pursuant to Section 54956 of the Government Code of the State of California, a Special Meeting of the **PARKS AND COMMUNITY SERVICES COMMISSION** is hereby called for:

Date/Time: Thursday, January 7, 2021 @ 7:15 p.m.
(or as soon thereafter as possible)

Location: City Hall, 333 Civic Center Plaza, Tracy

THIS REGULAR MEETING WILL BE CONDUCTED PURSUANT TO THE PROVISIONS OF THE GOVERNOR'S EXECUTIVE ORDER N-29-20 WHICH SUSPENDS CERTAIN REQUIREMENTS OF THE RALPH M. BROWN ACT

RESIDENTS ARE STRONGLY ENCOURAGED TO PARTICIPATE REMOTELY AT THE January 7, 2021 SPECIAL MEETING

Government Code Section 54954.3 states that every public meeting shall provide an opportunity for the public to address the Parks and Community Services Commission on any item, before or during consideration of the item, however no action shall be taken on any item not on the agenda.

Remote Access to City of Tracy Council Meeting:

In accordance with the guidelines provided in Executive Order N-29-20 on social distancing measures, the City of Tracy will allow for remote participation at the upcoming Parks Community Services Commission Special Meeting on Thursday, January 7, 2021.

Remote Public Comment:

*Public comment, limited to 250 words or less, submitted via email **will only be accepted for agenda items before the start of the Parks Commission Special Meeting at 7:15 p.m.** Please send an email to publiccomment@cityoftracy.org - identify the item you wish to comment on in your email's subject line.*

During the upcoming Parks Commission Special Meeting, public comment will be accepted via the options listed below. If you would like to comment remotely, please follow the protocols below:

- *Comments via:*
 - **Phone** by dialing (209) 831-6010, or
 - **Online by visiting** <https://cityoftracyevents.webex.com> and using the following **Event Number:** 126 569 3023 and **Event Password:** Parks1
 - **If you would like to participate in the public comment anonymously**, you may submit your comment via phone or in WebEx by typing "Anonymous" when prompted to provide a First and Last Name and inserting Anonymous@example.com when prompted to provide an email address.

- *Protocols for submitting comments by **phone**:*
 - *If you wish to discuss an item under “New Business” identify the item when calling in. All requests to discuss an item under “New Business” must be submitted before the Chair announces that the time to submit such a request has expired.*
 - *Identify the item you wish to comment on to staff when calling in. Comments received by phone will be accepted for the “Items from the Audience” portions of the agenda.*
 - *Comments received by phone for the “Items from the Audience” portion of the agenda must be received by the time the Chair opens that portion of the agenda for discussion.*

- *Protocols for commenting via **WebEx**:*
 - *If you wish to comment on “New Business” or “Items from the Audience” portions of the agenda:*
 - *Listen for the Chair to open that portion of the agenda for discussion, then raise your hand to speak by clicking on the Hand icon on the Participants panel to the right of your screen.*
 - *If you no longer wish to comment, you may lower your hand by clicking on the Hand icon again.*
 - *Comments for “New Business” or “Items from the Audience” portions of the agenda will be accepted until the public comment for that item is closed.*

- *The total allotted time for public comment will be as follows:*
 - *New Business: **5 minutes***
 - *Items from the Audience: **5 minutes***

Comments received by publiccomment@cityoftracy.org, phone call, or on Webex outside of the comment periods outlined above will not be included in the record.

Full copies of the agenda are available on the City’s website: www.ci.tracy.ca.us

1. Call to Order
2. Roll Call
3. Pledge of Allegiance
4. ITEMS FROM THE AUDIENCE - *In accordance with Council Meeting Protocols and Rules of Procedure, adopted by Resolution 2019-240, a five-minute maximum time limit per speaker will apply to all individuals speaking during “Items from the Audience/Public Comment”. For non-agendized items, Parks and Community Services Commissioners may briefly respond to statements made or questions posed by individuals during public comment; ask questions for clarification; direct the individual to the appropriate staff member; or request that the matter be placed on a future agenda or that staff provide additional information to the Parks and Community Services Commission.*

5. Approval of Meeting Minutes
 - a. Review and Approve the Regular Meeting Minutes from December 3, 2020
6. New Business
 - a. **REVIEW AND APPROVE A RECOMMENDATION TO CITY COUNCIL REGARDING A NEWLY PROPOSED SCHOOLHOUSE PARK ADJACENT TO THE FUTURE ELLIS SCHOOL SITE, AND REVIEW AND APPROVE A RECOMMENDATION TO CITY COUNCIL REGARDING PROPOSED REVISIONS TO PROGRAMMING AT THE WESTERN PARK PREVIOUSLY APPROVED THROUGH THE ELLIS SPECIFIC PLAN**
7. Parks and Recreation Director Report (Verbal Report)
 - a. Project Updates
8. Item from the Audience
9. Items from the Commission
10. Adjournment to next Regular Meeting: **TBD**

Posted: December 31, 2020

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 (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 & Recreation Department located at 333 Civic Center Plaza, Tracy, during normal business hours.

PARKS & COMMUNITY SERVICES COMMISSION
REGULAR MEETING MINUTES
December 3, 2020

1. CALL TO ORDER:

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

2. ROLL CALL:

- a. Present: Chair Lieberg, Vice Chair Krogh, and Commissioners Costa, and Singh
- b. Absent: Commissioner Jimenez
- c. Staff Present: Brian MacDonald, Parks and Recreation Director; Thien Nguyen, Recreation Services Supervisor; Justin Geibig, Recreation Program Coordinator, and Andrea Pedigo, Executive Assistant
- d. Recorded By: Gina Peace, Executive Assistant

3. PLEDGE OF ALLEGIANCE:

The pledge of allegiance was led by Chair Lieberg

4. ITEMS FROM THE AUDIENCE:

There were no comments from the public via Webex, phone, or email.

5. APPROVAL OF MINUTES FROM

- a. Review and Approve the Regular Meeting Minutes from November 5, 2020

ACTION: A motion was made to approve the meeting minutes for November 5, 2020 by Commissioner Costa and seconded by Vice Chair Krogh. Roll call found Chair Lieberg, Vice Chair Krogh and Commissioner Costa all in favor. Commissioner Singh abstained. Passed and so ordered.

6. NEW BUSINESS:

- a. **Review and Approve a Memorial Bench and Plaque for the Mobley Family at Veteran's Park**

Justin Geibig, Recreation Program Coordinator presented the staff report.

There were no comments from the public via Webex, phone, or email.

Vice Chair Krogh had no comments.

Commissioner Costa agrees to approve as all the rules were followed.

Commissioner Singh stated it looks beautiful and agrees that we should approve the item that was brought forth.

Chair Lieberg stated that he would make the recommendation to add the arm in the center of the bench so that no one can sleep on the bench. Chair Lieberg is in favor of honoring the citizens of Tracy.

ACTION: A motion was made by Vice Chair Krogh that the Parks and Community Services Commission move to make the recommendation to City Council to approve the request on behalf of the Mobley family to approve the memorial bench and plaque at Veteran's Park. Commissioner Costa seconded the motion. Roll call found Vice Chair Krogh, Commissioner Costa, Commissioner Singh, and Chair Lieberg all in favor. Passed and so ordered.

b. Review and Approve the Memorial Bench and Plaque for the Mendez Family at El Pescadero Park

Justin Geibig, Recreation Program Coordinator presented the staff report.

Justin reported that there was a typo in the plaque draft. The date should read 2001-2017 instead of 2011-2017.

There were no comments from the public via Webex, phone, or email.

Vice Chair Krogh stated that as a new user of the park with his pup, he appreciates the benches. He feels this is a good tribute to the young man who enjoyed using the park and who did his part in keeping it clean. Vice Chair Krogh feels that replacing this bench in honor of him would be a great tribute.

Commissioner Costa agrees that this is a good idea to replace an older bench that no longer meets the requirement of the City. Commissioner Costa is in favor of this proposal.

Commissioner Singh agrees and stated this is a great idea.

Chair Lieberg reiterated his comment from item 6a and commented to consider a bench with divider in the center to discourage sleeping on the bench.

ACTION: A motion was made by Commissioner Costa to approve item 6b and make the recommendation to City Council. Commissioner Singh seconded the motion. Roll call found Vice Chair Krogh, Commissioner Costa, Commissioner Singh, and Chair Lieberg all in favor. Passed and so ordered.

c. Appoint 3 Commissioners to Serve on the CDBG Subcommittee to Evaluate and Rank CDBG and Home Funds Applications and Make Funding Allocation Recommendations for the 2021/2022 Fiscal Year

Barbara Harb, Management Analyst presented the staff report.

There were no comments from the public via Webex, phone, or email

Chair Lieberg stated that of all the items that come in front of the Parks Commission, this item is the one that has the most direct impact to the community that you as a Commissioner has the say on what happens and who will benefit from the allocation. Chair Lieberg encouraged the commission to participate if you haven't done so in the past.

Vice Chair Krogh is happy to serve on the subcommittee and would love to learn more about the process.

Commissioner Costa mentioned that since she was not reelected to the TUSD School Board, she will be unable to serve.

Commissioner Singh will be happy to serve this year on the subcommittee as he served last year.

Questions followed by Chair Lieberg. Barb Harb, Management Analyst answered the questions of the Chair.

ACTION: A motion was made by Commissioner Krogh to appoint Chair Lieberg, Vice Chair Krogh, and Commissioner Singh to serve on the CDBG Subcommittee. Seconded by Commissioner Costa. Roll call found all in favor. Passed and so ordered.

7. ITEMS FROM THE AUDIENCE

There were no comments from the public via Webex, phone, or email.

8. ITEMS FROM THE COMMISSION

Commissioner Krogh wished everyone a Merry Christmas and Happy Holidays and encouraged everyone to stay safe and enjoy the parks.

Commissioner Costa announced that she submitted her letter of resignation as a Parks and Community Services Commissioner as she was not re-elected to serve on TUSD School Board. Commissioner Costa would love to stay as a Commissioner at large just not representing TUSD.

Commissioner Singh wished everyone Merry Christmas and Happy Holidays and to be safe with your family and encouraged all to utilize the parks for walk with your dog or jog.

Chair Lieberg thanked Commissioner Costa for her service on the TUSD School Board and the Parks Commission. Chair Lieberg attended the City Schools Liaison meeting in November which they discussed the issues that affect the schools and parks. The main topic being COVID and the schools uncertainty of resuming in person instruction in January. No decision was made. Encourages all to shop locally and especially shop downtown while wearing your masks.

Chair Lieberg addressed Commissioner Singh regarding his involvement in the YAC appointment interviews. He mentioned this will be a great opportunity to choose some good, young students who would like to get involved in the City and Community and wished him good luck.

9. ADJOURNMENT:

Time: 7:42 P.M.

ACTION: Chair Lieberg motioned to adjourn the meeting at the said time of 8:33pm and seconded by Commissioner Costa. Roll call found all in favor; passed and so ordered.

The above agenda was posted at Tracy City Hall on November 25, 2020. 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
January 7, 2021

AGENDA ITEM 6.a.

REQUEST

REVIEW AND APPROVE A RECOMMENDATION TO CITY COUNCIL REGARDING A NEWLY PROPOSED SCHOOLHOUSE PARK ADJACENT TO THE FUTURE ELLIS SCHOOL SITE, AND REVIEW AND APPROVE A RECOMMENDATION TO CITY COUNCIL REGARDING PROPOSED REVISIONS TO PROGRAMMING AT WESTERN PARK PREVIOUSLY APPROVED THROUGH THE ELLIS SPECIFIC PLAN

BACKGROUND

The Surland Companies (developer) is proposing to build Schoolhouse Park, a new 0.5 acre mini park, immediately adjacent to the future Ellis school site. Additionally the developer is requesting to revise park programming in Western Park, a previously approved neighborhood park included within the Ellis Specific Plan. Staff is bringing this item to the Commission as per Chapter 7.16 of the City of Tracy Municipal Code, Parks and Community Services Commission, 7.16.030 Powers and Duties (e) *Advise the Council on the subject of recreation and facility master planning and development.*

DISCUSSION

Schoolhouse Park

Staff have met with the developer to discuss the 0.5 acre site, programming, amenities, functionality, ongoing maintenance, and overall connectivity of the park to the rest of the Ellis park system. The park location and its design provide highly desired amenities, such as an inclusive playground and sensory garden, immediately adjacent to a future school site. Also of note, the Ellis community is being developed with a thoughtful multi-purpose path that facilitates strong connectivity to all its parks, including the proposed Schoolhouse Park. The park will provide a myriad of benefits to children and their parents while also providing opportunities for the school to take advantage of a potential outdoor classroom environment within very short walking distance of the school campus.

Western Park

The Ellis Specific Plan park system was previously reviewed by the Commission and this included Western Park. Staff recently met with the developer regarding this future park discussing the park programming and the current needs of the park system. The developer is proposing some changes to the park layout and programming to better align with the needs of the community. This includes the addition of some unique and first-of-their-kind amenities to the park system in Tracy.

Staff is asking the Commission to review the presentation and accompanying materials for both parks provided by the developer and provide input as to the layout, amenities, and furnishings as proposed.

FISCAL IMPACT

Development of the mini park (Schoolhouse Park) and neighborhood park (Western Park) will be a part of the development requirements of the Ellis Specific Plan. There is no fiscal impact to the General Fund for this item at this time.

RECOMMENDATION

Staff recommends the Commission review the proposed parks including layout, amenities and furnishings and provide a recommendation to City Council for approval.

Prepared by: Richard Joaquin, Parks Planning & Development Manager

Approved by: Brian MacDonald, Parks and Recreation Director

Attachments

Attachment A – Park Plans for Schoolhouse Park and Western Park



1 CORNHOLE



2 GAME TABLE



3 FOOSBALL



4 PING PONG



5 PICKLEBALL





- 1 ENTRY PLAZA
- 2 BENCH
- 3 2-5 PLAY STRUCTURE
- 4 5-12 PLAY STRUCTURE
- 5 LAWN AREA
- 6 PICNIC AREA WITH SHADE STRUCTURE
- 7 SIGN WALL
- 8 SEAT WALL
- 9 TURF AREA WITH MOUNDS
- 10 SENSORY PATH
- 11 OWL BOX
- 12 BUTTERFLY GARDEN
- 13 OUTDOOR CLASSROOM

