

**AGENDA**  
**REGULAR MEETING OF THE**  
**SUISUN CITY PARKS AND RECREATION COMMISSION**  
**701 CIVIC CENTER BOULEVARD**  
**SUISUN CITY, CALIFORNIA**  
**7:00 P.M., WEDNESDAY, NOVEMBER 4, 2015**

**A. ROLL CALL**

**B. PUBLIC COMMENT**

**C. PRESENTATIONS, ANNOUNCEMENTS, AND APPOINTMENTS**

**D. CONSENT CALENDAR**

Consent Calendar items requiring little or no discussion and acted upon with one motion.

1. a. Minutes of the October 7, 2015 Parks and Recreation Commission meeting.

**E. GENERAL BUSINESS**

1. Montebello Vista Park Update
2. Lawler Ranch Park Phase II Update
3. Overview of Grant Programs Operated by the Recreation and Community Services Department

**F. REPORTS**

1. Staff
  - a. City Council Agenda
  - b. Park Development Fund
  - c. Recreation/Community Center
  - d. Marina Report
  - e. Senior Center Report
  - f. City Parks Inspection Reports
  - g. Other
2. Commission Members
3. Chairman

**G. ADJOURNMENT**

I, \_\_\_\_\_ of the City of Suisun do certify that this Agenda was posted by 12:00 noon, on Saturday, preceding this meeting at the following locations:

- a. Suisun City Hall, 701 Civic Center Blvd.
- b. Suisun City Fire Department, 621 Pintail Drive
- c. Suisun City Senior Center, 611 Village Drive

**CITY OF SUISUN CITY  
PARKS AND RECREATION COMMISSION  
MINUTES OF OCTOBER 7, 2015**

Interim Recreation and Community Services Director Randy Davis called the meeting to order at 7:00 p.m.

**A. ROLL CALL**

Present: Vice-chair John Pierce, Commissioner Tom Conley,  
Commissioner Jan Davenport, Commissioner Al Gacosta  
Absent: Chairman Angel Borja  
Staff: Randy Davis, Cathy Rader  
Audience: Cindi Witten, James Witten

Interim Recreation and Community Services Director Randy Davis introduced Public Works Director Tim McSorley and Management Analyst Amanda Dum and thanked them for attending the meeting.

**B. PUBLIC COMMENT None**

**C. PRESENTATIONS, ANNOUNCEMENTS, APPOINTMENTS None**

**D. CONSENT CALENDAR**

Approval of Minutes:

The minutes of the October 7, 2015 meeting were approved with a 4-0 vote. Motion to approve made by Commissioner Davenport and seconded by Commissioner Conley.

**E. GENERAL BUSINESS**

1. **Montebello Vista Assessment District Update:** Interim Director Davis discussed the status of Montebello Vista Park. The Maintenance Assessment District fees do not generate sufficient funds to adequately cover maintenance costs. District residents asked City Council to lend the District funds to hire a consultant in an effort to put the park on sound financial footing. Residents voted on expanding the size of the District to include all homes in the develop area, to increase the annual assessments, and to add an inflator clause to keep up with inflation. The votes were counted at the July 7, 2015 City Council meeting and 132 homeowners voted no and 98 voted yes. Only one-third of the home owners participated in the vote. It was projected that the District would begin the year with a deficit of \$63,800 and would end the year with a deficit of \$69,100. After the votes were counted City Council directed staff to return with a plan for how the District would be managed. At the last meeting, the Parks and Recreation Commission requested that City Council delay discussing this issue so that they could look at the alternatives and provide feedback to the City Council. The Commissioners were provided with a staff report that identified four scenarios that will be discussed with City Council on October 20, 2015.

- Alternative A: Selling a portion of park land
- Alternative B: Closing the park
- Alternative C: Reducing the ongoing expenses to match the ongoing revenues without generating any excess to reduce the District's debt.
- Alternative D: Reducing the ongoing expenditures outlined in Alternative C by an additional \$4,000 each fiscal year so that the District could begin to pay off the debt over time.

Interim Director Davis provided a detailed report about each alternative.

Vice-chair Pierce stated that he is concerned with the elimination of graffiti removal especially if it is offensive. Amanda Dum stated that graffiti could be removed if it is offensive. Commissioner Conley asked if the City is able to close the park. Interim Director Davis stated that staff research did not find laws or regulations that said the City could not close a park, but more research may be needed if the City is moving in that direction.

Public Comment: Cindi Witten, resident of the Montebello Vista Park area stated that her mother-in-law has lived in the neighborhood for 16 years. Mrs. Witten and her husband distributed flyers trying to save the park. Mrs. Witten questioned why homeowners in the area paid a Mello-Roos tax with no schools in Montebello Vista neighborhood. Amanda Dum said she would have to research that and added that Dan O. Root is the elementary school that the Montebello Vista students would go to and it is located right across Walters Road off of Pintail Drive. Interim Director Davis added that the Mello-Roos and the Maintenance Assessment District don't have the same boundaries.

Commissioner Davenport thanked Mrs. Witten for speaking. Vice-chair John Pierce asked Mrs. Witten which of the four alternatives she would choose and she stated that she is partial to Alternative D, but asked who is will be doing the volunteering. Vice-chair Pierce said that would need to be looked into more.

Mrs. Witten asked if there could be a second vote since only a third of the residents voted. Management Analyst Dum stated that it is possible to have another voting process and would cost about the same amount. She also thanked Mrs. and Mr. Witten for coming to the meeting and also attending the MAD meetings.

James Witten spoke about the residents that utilized the park that will not be able to use it if the park is closed. Vice-chair Pierce also asked Mr. Witten which of the four alternatives he would choose and Mr. Witten stated Alternative D.

Commissioner Davenport asked Management Analyst Dum if the voting could happen with the general election and possibly cost less than a special election. Management Analyst Dum stated that voting would have to be a special election since it only goes to the specific homeowners.

Commissioner Conley asked why the residents that are not paying into the Maintenance Assessment District can't be made to pay. Interim Director Davis stated that the fee can only be assessed through a vote.

Vice-chair Pierce made a motion to recommend Alternative D to City Council and Commissioner Davenport seconded the motion. The motion was approved on a 4-0 vote.

2. **Lawler Ranch Park Phase II Update:** Interim Director Davis reported that Public Works has received the required submittals from Sensei Gardens, Inc. The City has issued the Notice to Proceed which requires the contractor to start work on the project. Interim Director Davis stated that the contractor is on schedule and the project should be completed by mid-December; however, significant rain could delay the project. Vice-chair Pierce asked if there will be a grand opening in mid-December. Interim Director Davis replied that due to the hydro-seeding, the park may not be able to fully open once the construction is completed.

## **F. REPORTS**

### **1. Staff**

- a. City Council Agenda: Interim Director Davis did not attend the last City Council meeting because the Department did not have any items on the agenda. The Montebello Vista Maintenance Assessment District issue will be going to City Council on October 20, 2015.
- b. Park Development Fund: Interim Director Davis reported that the Department did not have a new report, but the amount in the fund should be around \$1,138,000. Significant expenses will soon be incurred due to the Lawler Ranch Park Phase II Project.
- c. Recreation/Community Center: Cathy Rader discussed the Recreation Report.
- d. Marina Report: Interim Director Davis reported that the Marina Supervisor is scheduling a meeting with Marina tenants. The Marina Report was discussed. Interim Director Davis stated that Marina Supervisor Justin Houde will be attending the December Commission meeting.
- e. Senior Center Report: Interim Director Davis reported on activities at the Senior Center. He noted that the next Dinner/Dance is scheduled for Thursday, October 29.
- f. City Parks Inspection Reports: City Parks Inspection Reports are e-mailed to Jeff Penrod, Landscape Foreman. Commissioner Jan Davenport reported that there is mosquito problem at Heritage Park and that a branch that is rubbing against the roof of the building at the park. Commissioner GaCosta reported that a sprinkler at Goepf Park is watering the street.
- g. Other: None

2. Commission Members: None
3. Chairman: Vice-chair Pierce would like to add Montebello Vista Park volunteer opportunities to the November Agenda to supplement the loss of maintenance.

**G. ADJOURNMENT**

There being no further business the meeting was adjourned at 7:47 p.m. Motion to adjourn was made by Commissioner Davenport and seconded by Commissioner Conley. The motion was approved on a 4-0 vote.

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Chairman

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Recreation Program &  
Administrative Coordinator

## AGENDA TRANSMITTAL

**MEETING DATE:** November 4, 2015

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**PARKS AND RECREATION COMMISSION AGENDA ITEM:** General Business 1.  
Montebello Vista Park Update

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**BACKGROUND:** The Montebello Vista Maintenance Assessment District (MAD) does not generate sufficient revenue to cover expenses related to the maintenance of Montebello Vista Park, streetlight electricity/maintenance, and Walters Road entrance and median maintenance.

The FY 2015-16 budget for the MAD estimated that the District would begin FY 2015-16 with a deficit of \$63,800 and end the year with a deficit of \$69,100.

The Commission, at its October 7, 2015 meeting, considered the following four alternatives that were identified and researched by staff:

**Alternative A** – Selling a portion of the park land.

**Alternative B** – Closing the park.

**Alternative C** – Reducing the ongoing expenditures to match ongoing revenues, without generating any excess to reduce the existing District debt.

**Alternative D** – Reducing ongoing expenditures by \$4,000 more than ongoing revenues to begin to pay off the District debt over time.

The Commission recommended Alternative D. The Commission wants the park to remain open to the public.

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**STAFF REPORT:** City Council considered issues pertaining to the Montebello Vista Maintenance Assessment District (MAD) at its October 20, 2015 meeting. Council had many questions and concerns regarding the alternatives and did not make a decision regarding Montebello Vista Park.

The Mayor and Councilmembers requested that staff consider and research a number of ideas and suggestions that were brought up at the meeting. Staff is currently researching the following:

- Could Solano Garbage/Republic Services handle trash pickup and graffiti removal at a lower cost than City staff?
- Is it feasible to abandon the park and build a park elsewhere?
- Could inmate labor be used for park maintenance?
- Conduct additional research regarding the use of volunteer labor and the costs associated with running a volunteer program.
- Gauge the interest of Montebello Vista MAD residents in volunteering to maintain the park.

- Determine if park maintenance could be done for less money by the City's landscape maintenance contractor.
- Consider the establishment of a community garden in the park.

Once City staff is able to address each of these suggestions, the issue will go back to City Council for consideration. It is not known at this time when the item will be on the City Council meeting agenda.

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**STAFF RECOMMENDATION:** Informational item. No action required, but Commission may discuss and comment on the Montebello Vista Park update.

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**ATTACHMENTS:** None

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**PREPARED BY:**

**Randy Davis, Interim Recreation and  
Community Services Director**

## AGENDA TRANSMITTAL

**MEETING DATE:** November 4, 2015

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**PARKS AND RECREATION COMMISSION AGENDA ITEM:** General Business 2.  
Lawler Ranch Park Phase II Update

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**BACKGROUND:** Work on Lawler Ranch Park was phased to ensure that there is sufficient funding for the maintenance of the park. The first phase was completed in 2007. The Phase II project went out to bid May 8, 2015 and bids were opened on June 3, 2015. At its July 21, 2015 meeting, City Council awarded the construction bid to Sansei Gardens, Inc.

Each month, the Commission will be updated on the progress being made on the project.

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**STAFF REPORT:** The contractor, Sansei Gardens, Inc., is on track and maintaining the construction schedule. The contractor is continuing with irrigation installation. The contractor has poured the seat wall along the existing play area and on October 27, 2015 the concrete for the basketball court was being poured.

Items to be completed or worked on in November include fencing, irrigation, mow band, planting, drinking fountain, decomposed granite installation, bark mulch, shade sail installation, playground features installed, and site lighting. Weather permitting, hydroseeding will begin on or about November 23.

The project is scheduled to be completed by mid-December, but significant rain could extend the project.

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**STAFF RECOMMENDATION:** Informational item. No action required, but Commission may discuss and comment on the Lawler Ranch Park Phase II project.

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**ATTACHMENTS:** None

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**PREPARED BY:**

**Randy Davis, Interim Recreation and  
Community Services Director**

## AGENDA TRANSMITTAL

**MEETING DATE:** November 4, 2015

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**PARKS AND RECREATION COMMISSION AGENDA ITEM:** General Business 3. Overview of Grant Programs Operated by the Recreation and Community Services Department

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**BACKGROUND:** The City has aggressively pursued grants to fund programs that benefit City of Suisun City residents. Cathy Dacanay-Rader, Recreation Program and Administrative Coordinator, is the staff member most familiar with these programs. She handles the paperwork and budgets associated with the grant programs and is the City liaison to the agencies that fund the grants.

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**STAFF REPORT:** Cathy Dacanay-Rader will provide a verbal report about the grant programs operated by the Recreation and Community Services Department. The goal will be to give the Parks and Recreation Commission a good understanding of which programs are funded by grants and the purpose and benefit of the programs.

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**STAFF RECOMMENDATION:** Informational item. No action required, but Commission may discuss and comment on the Grant Programs Operated by the Recreation and Community Services Department.

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**ATTACHMENTS:** None

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**PREPARED BY:**

**Randy Davis, Interim Recreation and  
Community Services Director**



# SENIOR BREEZE

ACTIVITY GUIDE



***SUISUN CITY SENIOR CENTER – November 2015***

*318 Merganser Dr. 707.421.7203 Karen Mickens, Coordinator*



*Suisun City, CA*  
*Discover the Experience*

## November 2015

<b>Monday</b>	<b>Tuesday</b>	<b>Wednesday</b>	<b>Thursday</b>	<b>Friday</b>
<b><u>2</u></b>	<b><u>3</u></b>	<b><u>4</u></b>	<b><u>5</u></b>	<b><u>6</u></b>
8:00 Cards 8:00 Tai Chi 9:00 Crafts 11:30 Lunch 1:00 Bingo 1:00 Wii Gaming	8:00 Cards 8:30 Exercise 9:00 Crafts 9:00 Tai Chi @ JNC 10:00 Brain Flexers 11:30 Lunch 1:00 Bingo	8:00 Cards 8:00 Tai Chi 10:00 Line Dance 11:30 Lunch 1:00 Bingo 1:00 Art Class	8:00 Cards 8:30 Exercise 9:00 Tai Chi @ JNC 10:00 Brain Flexers 11:30 Lunch 1:00 Bingo	8:00 Cards 8:00 Tai Chi 9:00 Crafts 11:30 Lunch 1:00 Bingo
<b><u>9</u></b>	<b><u>10</u></b>	<b><u>11</u></b>	<b><u>12</u></b>	<b><u>13</u></b>
8:00 Cards 8:00 Tai Chi 9:00 Crafts 11:30 Lunch 1:00 Bingo 1:00 Wii Gaming	8:00 Cards 8:30 Exercise 9:00 Crafts 9:00 Tai Chi @ JNC 10:00 Brain Flexers 11:30 Lunch 1:00 Bingo	<b>Center Closed In Honor of Veteran's Day</b>	8:00 Cards 8:30 Exercise 9:00 Tai Chi @ JNC <b>9:45 Senior Partners Meeting</b> 10:00 Brain Flexers 11:30 Lunch 1:00 Bingo	8:00 Cards 8:00 Tai Chi 9:00 Crafts 11:30 Lunch 1:00 Bingo 1:00 Living Trust Seminar
<b><u>16</u></b>	<b><u>17</u></b>	<b><u>18</u></b>	<b><u>19</u></b>	<b><u>20</u></b>
8:00 Cards 8:00 Tai Chi 9:00 Crafts 11:30 Lunch 1:00 Bingo 1:00 Wii Gaming	8:00 Cards 8:30 Exercise 9:00 Crafts 9:00 Tai Chi @ JNC 10:00 Brain Flexers 11:30 Lunch 1:00 Bingo	8:00 Cards 8:00 Tai Chi 10:00 Line Dance 11:30 Lunch 1:00 Bingo 1:00 Art Class 2:30 Bible Study	8:00 Cards 8:30 Exercise 9:00 Tai Chi @ JNC 9:30 Book Club Meeting 10:00 Brain Flexers 11:30 Lunch 1:00 Bingo	8:00 Cards 8:00 Tai Chi 9:00 Crafts 11:30 Lunch 1:00 Bingo
<b><u>23</u></b>	<b><u>24</u></b>	<b><u>25</u></b>	<b><u>26</u></b>	<b><u>27</u></b>
8:00 Cards 8:00 Tai Chi 9:00 Crafts 11:30 Lunch 1:00 Bingo 1:00 Wii Gaming	8:00 Cards 8:30 Exercise 9:00 Crafts 9:00 Tai Chi @ JNC 10:00 Brain Flexers 11:30 Lunch 1:00 Bingo	8:00 Cards 8:00 Tai Chi 10:00 Line Dance 11:30 Lunch 1:00 Bingo 1:00 Art Class 2:30 Bible Study	<b>Thanksgiving Day Dinner 12 p.m. - 2p.m.</b>	<b>Senior Center Closed</b>
<b><u>30</u></b>				
8:00 Cards 8:00 Tai Chi 9:00 Crafts 11:30 Lunch 1:00 Bingo 1:00 Wii Bowling				

**Programs, Services & Information Section:**

**Suisun City Senior Center welcomes you! A place for recreation, socialization and resource to those 50 years of age or older.**

The Senior Center is now on Face Book!  
www.Facebook.com/suisunseniorcenter  
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**\*\*THE SUISUN SENIOR PARTNERS:**

The Senior Partners are a tax-exempt 501C non-profit organization dedicated to the support and promotion of the Senior Center. All seniors are welcome to become Partner supporters and/or members and are encouraged to become active in the Senior Center activities and programs. Meetings are held at the Center the 2<sup>nd</sup> Thursday of every month at 9:45 am.

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**\*\*DINNER DANCE :**

**Will return in January 2016!**

**Tickets: \$8 in ADVANCE OR \$10 at the door**

**Doors open 5:30pm; Dinner @ 6pm.**

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**\*\*LUNCH PROGRAM:**

Meals on Wheels sponsors' lunch served at the Center Monday through Friday. A donation of \$3.00 per meal is suggested and appreciated. Advanced reservations required; Please call (707) 426-3079.

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**\*\*BINGO:** 5 cents per card, per game; 10 card maximum.

Monday through Friday, 1pm.

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**\*\*LEGAL RESOURCE DAY:**

David W. Knight, Attorney at Law  
Certified Senior Advisor (CSA),  
visits the Senior center for FREE legal consultations.

Appointment Required – See Office.  
1<sup>st</sup> Friday of every month.

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**\*\*ADULT FITNESS:**

**Tai-Chi** – Learn these slow moving sets of exercises that help with balance, flexibility and posture. Wear comfortable clothing and soft-soled shoes.

**Cost: \$2 per session.** Class meets on Tuesday's and Thursday's @ 9 am at the Joseph Nelson Community Center.

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**Line Dance** – Perfect way to stay fit and active by dancing. Dance segments include the cha-cha, rumba, swing, mambo, waltzes and more.

**Cost: \$2 per class.**

\*Every Wednesday @ 10am

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**Video Chair Exercise** – Perfect for all mobility levels. **Cost: \$1 per person, per class.**  
Tuesday's and Thursday's 8:30am

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**Needle Works & More** – Knit, crochet or simply work any craft project you wish. You bring supplies for your own project.

\*Monday's, Tuesday's & Friday's  
9 A.M – Noon. **Cost: \$1.00 per person, per class.**

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**Tai-Chi: Moving for Better Balance** – Simple Tai-Chi designed for Seniors, and intended for beginners. Canes and walkers are welcome. Meets Mondays, Wednesdays and Fridays from 8 – 9 a.m. **No cost.**

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**Brain Flexers:** A memory class designed to help Seniors improve mental, physical and emotional health. Meets Tuesdays and Thursdays from 10 – 2.

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**Wii Bowling:** A class designed for easy movements and good competition. Meets Monday afternoons at 1 p.m. **No cost.**

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**\*\*Deborah Hamel Art Studio\*\***

This is a free art class that allows individuals to experiment in art. Bring your own projects for focused arts. This class is **free**. Class meets every Wednesday at 1pm.

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**\*\*Pinochle** – Daily

# Meals on Wheels Lunch Menu, November 2015

\*Donation Reminder: **Suggested Donation \$3.00 per meal**

**\*Guests under 60 years - \$7.00/meal**

Your meals from Meals on Wheels Solano County is made possible by the generous support of volunteers, Area Agency on Aging, federal funds and donations from the community. If you are unable to contribute the entire \$3.00, please consider contributing whatever you can. No one will be denied a meal if unable to contribute. Every donation helps Meals on Wheels of Solano County continue to serve seniors in our community.

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
<b>2</b> Beef-A-Roni Lemony Broccoli Romaine Salad Fruit Cup	<b>3</b> Burgundy Beef On Noodles Cauliflower Romaine Salad Apricot Nectar	<b>4</b> Vegetable Soup Chicken Salad Sandwich Baked Potato Chips Apple Juice Cookie	<b>5</b> Battered Cod Rice Pilaf Beet & Onion Salad Wheat Bread Ambrosia Fruit Cup	<b>6</b> <i>Whole Wheat Spaghetti w/ Zesty Meat Sauce Cauliflower Garlic Bread Spiced Pears</i>
<b>9</b> Tamalie Pie Spanish Rice Corn & Black Bean Salad Fruit	<b>10</b> Chicken Cacciatore On Fettucine Italian Vegetables Romaine Salad Fruit Cup	<b>11</b> <b>Veteran's Day Sites Closed</b>	<b>12</b> <i>Tarragon Turkey Salad Sandwich Pumpkin Chowder Cookie Fruit</i>	<b>13</b> Swedish Meatballs On Noodles Lemony Broccoli Wheat Roll Pudding
<b>16</b> Sweet & Sour Chicken On Brown Rice Oriental Vegetables Mandarin Oranges	<b>17</b> <b>Polish Sausage</b> on Bun Ranch Beans Romaine Salad Tropical Fruit Cup	<b>18</b> Chicken Marsala Noodles Herbed Carrots Romaine Salad Tropical Fruit Cup	<b>19</b> <b>Roast Turkey with Dressing Mashed Potatoes With Gravy Peas &amp; Carrots Wheat Roll Pumpkin/Apple Pie</b>	<b>20</b> Baked Tilapia Scalloped Potatoes Brussels Sprouts Wheat Bread Fresh Fruit
<b>23</b> Meatloaf with Tomatoe Sauce Mashed Potatoes Capri Vegetables Bread Fruit	<b>24</b> <i>Baked Mostaccioli Italian Vegetables Garlic Bread Fresh Fruit</i>	<b>25</b> BBQ Chicken Baked Beans Romaine Salad Wheat Roll Cranberry Juice	<b>26</b> <b>Thanksgiving Holiday Sites Closed</b>	<b>27</b> <b>Thanksgiving Holiday Sites Closed</b>
<b>30</b> Chicken Pot Pie With Biscuit Seasoned Mixed Vegetables Fruit				

Menu is subject to change without notice. Low fat milk is provided with each meal. Bold means the meal has an entrée high in sodium. Meals Partially Funded Under the Older Americans Act. No leftover food is allowed to leave the site for health and food safety reasons, except for wrapped breads, baked goods, and fresh fruit. Please only sign up when you are sure you can make it to minimize food waste. We always appreciate your comments and feedback anytime; Just tell your site host or send us a note in the Donation Box.

# Thanksgiving Day Dinner

November 26, 2015 from 12 to 2 p.m.

Come enjoy a home cooked Thanksgiving Dinner here at the Senior Center.  
This is a free event!

## Our menu:

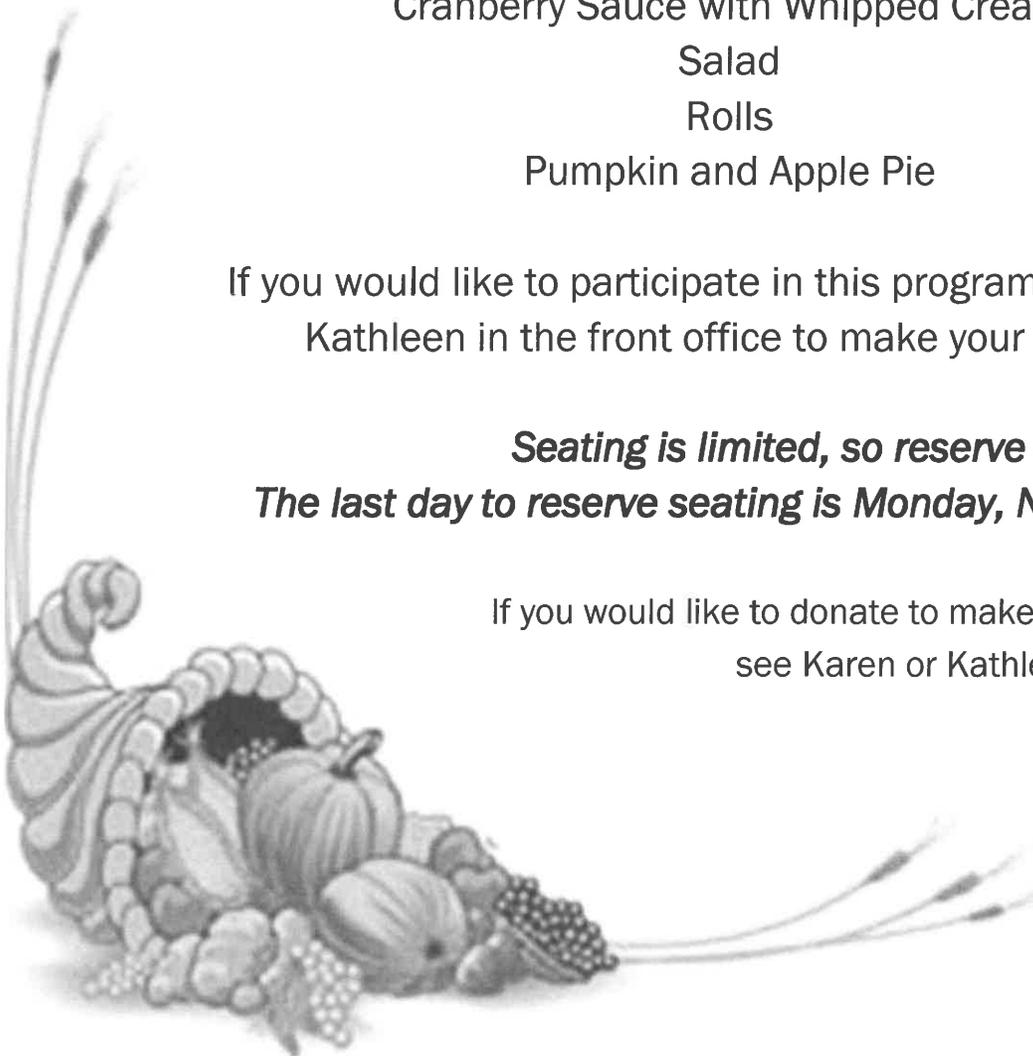
Fresh Cooked Turkey  
Mashed Potatoes and Gravy  
Stuffing  
Corn  
Green Beans  
Cranberry Sauce with Whipped Cream  
Salad  
Rolls  
Pumpkin and Apple Pie

If you would like to participate in this program, please see Karen or Kathleen in the front office to make your reservation.

***Seating is limited, so reserve early!***

***The last day to reserve seating is Monday, November 23, 2015.***

If you would like to donate to make this event special, please see Karen or Kathleen.



# Annual Christmas Party

Friday, December 18<sup>th</sup>, 2015

10 a.m. - 2 p.m.

Please come and enjoy live music, good food, and great company!

This is a free event!

## Our Menu:

Salad & Rolls

Breaded Mustard Pork

Garlic Rice

Green Beans with Bacon and Onion

It's It Cookies with Neapolitan Ice Cream

If you would like to participate in this program, please see Karen or Kathleen in the front office to make your reservation.

Seating is limited, so reserve early!  
The last day to reserve a seat is Friday, December 11<sup>th</sup>, 2015, as long as seating permits.

If you would like to donate to make this a special event, please see Karen or Kathleen.

