

**AGENDA**  
**REGULAR MEETING OF THE**  
**SUISUN CITY PARKS AND RECREATION COMMISSION**  
**701 CIVIC CENTER BOULEVARD**  
**SUISUN CITY, CALIFORNIA**  
**7:00 P.M., WEDNESDAY OCTOBER 7, 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 September 2, 2015 Parks and Recreation Commission meeting.

**E. GENERAL BUSINESS**

1. Discussion and Possible Recommendation Regarding The Future Use and Maintenance of Montebello Vista Park
2. Lawler Ranch Park Phase II Update

**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 SEPTEMBER 2, 2015**

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

**A. ROLL CALL**

Present: Chairman Angel Borja, Vice-chair John Pierce, Commissioner Roger Begley, Commissioner Tom Conley, Commissioner Jan Davenport, Commissioner Al Gacosta

Absent: None

Staff: Randy Davis, Cathy Rader

Audience: None

**B. PUBLIC COMMENT: None**

**C. PRESENTATIONS, ANNOUNCEMENTS, APPOINTMENTS**

**D. CONSENT CALENDAR**

Approval of Minutes:

The minutes of the July 15, 2015 meeting were approved with a 5-0 vote.

Motion to approve made by Commissioner Conley and seconded by Commissioner Davenport.

**E. GENERAL BUSINESS**

1. **Lawler Ranch Park Phase II Update:** Interim Director Davis reported that City Council Meeting approved Lawler Ranch Park Phase II construction base bid and all additive alternatives except for the additional path lighting. He thanked Chair Borja and Commissioner Davenport for attending the three hour City Council meeting on July 21, 2015. He also stated that a pre-construction meeting will be scheduled soon. Chairman Angel Borja asked when construction will proceed and Interim Director Davis said that once the City sends the contractor the "Notice to Proceed" they have 15 days to start construction. It is anticipated that construction will last until November or December, but could be extended due to the weather.
2. **Montebello Vista Assessment District Update:** Interim Director Davis discussed the status of Montebello Vista Park and that the Maintenance Assessment District fees do not generate sufficient funds to adequately cover maintenance costs. He reminded the Commission that residents voted against expanding the size of the District and increasing fees. The votes were counted at the July 7, 2015 City Council meeting. City staff is researching options related to future of Montebello Vista Park. City Council is expected to consider this matter at its October 6 meeting. Commissioner Davenport suggested the park could possibly be used as a location for a skate park, which brought up concerns about maintenance expenses. Vice-chair Pierce stated that he does not want Montebello Park to close and asked what is going to City Council. Interim Director Davis said that a committee of staff members was researching several options and that those options along with a possible recommendation would be going to City Council for a final decision.

Staff members working on this issue are Amanda Dum, Ron Anderson, Mick Jessop, Randy Davis and Scott Corey. Commissioners stated that they would like to see the information about each option before the matter goes to City Council. It was moved by Commissioner Davenport, seconded by Commissioner Conley, to recommend that City Council action on Montebello Vista Park be delayed so that the Parks and Recreation Commission can consider the matter at its October 7, 2015 meeting. The motion was approved with a 5-0 vote.

3. **Review of Draft Marina Berth Agreement:** Interim Director Davis discussed the draft Marina Berth Rental Agreement with the Commission and pointed out the changes and additions that are being proposed.
4. **Discussion Regarding the Live Streaming, Recording, and Archiving of Parks and Recreation Commission Meetings:** Interim Director Davis informed the Commission that the live streaming and recording of the Parks and Recreation Commission meetings would begin for the October 7, 2015 Commission meeting. Use of the microphones was discussed.

## 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.
- b. Park Development Fund: Interim Director Davis reported that there were no expenses charged to the Park Development Fund in July and August, but 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 discussed the Marina Report. Vice- chair Pierce would like to invite Marina Supervisor Justin Houde to the December Commission meeting once he is settled in the position.
- e. Senior Center Report: The Senior Center newsletter was reviewed. Interim Director Davis reported that the next Dinner/Dance is scheduled for Thursday, September 24.
- f. City Parks Inspection Reports: City Parks Inspection Reports are e-mailed to Jeff Penrod, Landscape Foreman.
- g. Other: Interim Director Davis addressed questions from the July meeting:
  - ✓ The trailer that was parked near Bab's contains all the equipment that is needed for special events.
  - ✓ Trail Benches: Amanda Dum with Public Works reported that the grant to purchase benches for the trail was not approved. Once Lawler Ranch Park Phase II Project is completed, the use of Park Development Fund money for the installation of benches could be discussed.
  - ✓ Interim Director Davis informed Public Works about the spray paint on a bench and concrete at Lawler Ranch Park, but is unsure if it has been removed.

### 2. Commission Members: No Comments

3. Chairman: Chairman Borja said that volunteers and staff did a great job with the tri-tip dinner at the July Senior Dinner Dance. Chairman Borja reported that Lawler Ranch Falls Park pond is overrun with slimy algae. Commissioner Davenport stated that she had also heard about this problem from a resident.

**G. ADJOURNMENT**

There being no further business the meeting was adjourned at 7:59 p.m. Motion to adjourn was made by Commissioner Conley and seconded by Commissioner Gacosta. The motion was approved on a 5-0 vote.

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Chairman

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Recreation Program &  
Administrative Coordinator

## AGENDA TRANSMITTAL

**MEETING DATE:** October 7, 2015

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**PARKS AND RECREATION COMMISSION AGENDA ITEM:** General Business 1.  
Discussion and Possible Recommendation Regarding the Future Use and Maintenance of Montebello Vista Park

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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.

During the Budget Workshop for the FY 2014-15 Annual Budget, a group of neighbors asked the City Council to lend the District the funding to hire a consultant to facilitate the process to put the District on a sound fiscal footing. As a result of the consultant's work, a District-wide vote was held to: 1) expand the District to include all homes who benefit from the amenities maintained by the District, 2) to bring the annual assessments up to the level they would have been if the District had an annual inflator like the rest of the City's MADs, and 3) to add an annual inflator factor to the annual assessment amount so that the District does not again fail to produce a sufficient revenue stream. The votes were counted at the July 7, 2015 City Council meeting. The changes to the District did not pass, as 132 homeowners voted no and 98 homeowners voted yes. There are a total of 685 parcels in the neighborhood area (proposed expanded district) that participated in the vote, so only about one-third of the homeowners participated in the vote.

The FY 2015-16 budget for the MAD did not reflect any changes in the level of funding. It assumed that the District would begin FY 2015-16 with a deficit of \$63,800 and end the year with a deficit of \$69,100. After the votes were counted, the City Council directed City staff to return with a plan for how the District would be managed based on the continued lack of sufficient funding. This staff report identifies four scenarios that will be discussed with the City Council at its meeting of October 20, 2015.

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**STAFF REPORT:** Four alternatives pertaining to the future of the Montebello Vista Maintenance Assessment District have been identified and researched. The alternatives include:

- 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.

Information pertaining to each alternative is as follows:

**Alternative A: Sell Montebello Vista Park Land** – Staff has researched the idea of selling Montebello Vista Park land. One idea was to sell half the park land and then use the proceeds to maintain the remaining park land.

Staff reviewed laws related to the sale of public park land including California Government Code Sections 38440-38462 and 38501-38510 and Public Resources Code Section 5400-5409.

A 1995 California Attorney General's (AG) opinion addresses the issue of using dedicated public park land for an alternate purpose. The legal basis of the opinion appears to apply to the question of whether or not the park land could be sold. The bottom line of the Attorney General's opinion is that California general law cities lack the authority to use dedicated public parks for any purpose other than for a park or recreational use.

The AG identified three conditions under which State Law permits the abandonment of a public park:

- A site designated for a public park on an original plat map proved to be unworkable.
- The City can abandon a park use on property that it owns (this does not apply to property dedicated to the City by a private party for park use).
- The land was never developed or improved as a park.

The conclusion of the AG's Opinion, which appears to also apply to the Montebello Vista Park situation, is as follows:

In summary, the land in question was offered for dedication by a private individual as part of the process of developing a subdivision, the dedication was accepted by the responsible public entity, and the land was placed in use for park and recreational purposes. It currently serves the subdivision, surrounding neighborhoods, and the community in general. Under these circumstances, a non-park use of the land would not be appropriate or authorized by case law or statute.

Selling park land does not appear to be viable alternative. Even if this alternative were legally viable, the proceeds of the sale would be one-time resources that could only help offset operating costs for a limited period of time.

**Alternative B: Close Montebello Vista Park** – The most obvious drawback regarding the option of closing Montebello Vista Park is that the neighborhood and community in general would be denied access and use of the park, play equipment, and ballfield.

Closing a park would present a number of challenges. Amenities that would tend to attract people to the park would need to be removed. For example, the playground equipment would need to be removed, because it would not be inspected and maintained in a safe condition and it would also tend to encourage people to enter the closed park.

The total one-time cost to close Montebello Vista Park is estimated to be \$109,400. The breakdown of the \$109,400 is as follows:

\$ 6,000	– remove the backstop/baseball area.
16,000	– remove the playground structure and fill in the area.
100	– signs.
40,000	– demo, clear and grub park area.
47,000	– install fencing.
<u>300</u>	– remove drinking fountain.
<u>\$109,400</u>	

The primary savings associated with closing the park would be the savings associated with the cost of watering the park. The District would still have expenses related to streetlight electricity and maintenance, minimal maintenance to the closed park and fencing, Walters Road median and entrance maintenance, and District administration costs. The annual maintenance costs for the District, if the park were closed, would be around \$25,800. This would leave about \$16,400 available to go towards paying back the District's debt, which would be increased from \$60,400 (the actual carryover from FY 2014-15) to \$169,800 including the costs of closure. If park equipment is removed and the park is cleared and grubbed, the cost would be significant to bring the park back to a usable condition, if it were reopened sometime in the future.

Risk Manager Jim Hill at ABAG PLAN provided input regarding liability and risk management issues related to the closure of park. He stated that the general concepts surrounding park closure is removal of "attractive nuisances" that can give rise to injuries and claims, and not creating any new attractive nuisances. The City must be mindful of park equipment or features that the City has a duty to maintain in good repair. If the City decides to fence off the park, the fence itself could pose problems, because it could limit police view and access, it is a maintenance item, and it can collect garbage.

**Alternative C: Provide Park Maintenance Based on District Revenue** – The goal of this alternative would be to offset the District's ongoing expenditures to ongoing revenues. This option would maintain the current level of staff support, streetlight energy costs, and District administrative costs, but reduce spending on water and field supplies. This approach would result in the need to do annual "belt-tightening" of the District's budget, since the revenues are not adjusted annually to keep up with inflation.

For the District to reduce expenditures to match revenue, the water line item would need to be reduced to approximately \$8,300. The water billing is based on two factors: the variable costs (based on meter readings), and the fixed costs which are associated with the costs to bill and account for water system costs. The fixed costs are \$3,546 which means that only \$4,754 could be spent on water used during the year. The total number of units that will be allowed under this budget scenario would be 2,866 units (1 Unit = 748 Gallons). This represents a reduction of 69% in water usage compared to FY 2013-14 and a 44% reduction from FY 2014-15. This greatly exceeds the mandated 28% reduction in water consumption due to drought restrictions.

Field supplies would also be reduced significantly with this alternative. Field supplies are items such as irrigation parts, streetlight parts, playground fall material, and

playground parts. The recommended budget for field supplies is \$1,500. This is roughly the cost for replenishing the fall material under the playground structure and nothing more. The FY 2015-16 adopted budget amount of \$3,500 was already a “bare bones” amount for field supplies.

It should be noted that the level of maintenance described above is well below that of other City parks maintained by MADs. If community volunteers were to participate in various projects such as the following, the level of maintenance could approach that of other City parks:

- Weed abatement.
- Litter pickup.
- Graffiti removal (the City could provide the “Goof-Off”).

While the proposed cuts would be dramatic in nature, no funds would be available for the District to use towards paying down its debt to the City.

**FY 16 Adopted Budget, FY 16 Projected Budget &  
FY 16 Amended Budget (Based on This Alternative)**

REVENUE	FY 16 Adopted Budget	FY 16 Projected Budget	FY 16 Proposed Amended Budget
MBV Assessment	\$ 36,500	\$ 36,500	\$ 36,500
Interest	\$ (200)	\$ (200)	\$ (200)
Transfer-In General Fund	\$ 5,900	\$ 5,900	\$ 5,900
<b>TOTAL REVENUE</b>	<b>\$ 42,200</b>	<b>\$ 42,200</b>	<b>\$ 42,200</b>

EXPENSES	FY 16 Adopted Budget	FY 16 Projected Budget	FY 16 Proposed Amended Budget
PERS	\$ 100	\$ 100	\$ 100
Other Professional Services	\$ 1,000	\$ 2,900	\$ 2,900
Property Tax Admin.	\$ 400	\$ 400	\$ 400
Field Supplies	\$ 3,500	\$ 2,800	\$ 1,500
PGE	\$ 6,700	\$ 9,100	\$ 9,100
Water	\$ 16,000	\$ 14,000	\$ 8,300
Staff Time	\$ 16,100	\$ 16,100	\$ 16,100
Transfer Out to General Fund	\$ 3,800	\$ 3,800	\$ 3,800
<b>TOTAL EXPENSES</b>	<b>\$ 47,600</b>	<b>\$ 49,200</b>	<b>\$ 42,200</b>

Attached is a memo dated September 30, 2015, regarding the Montebello District Budget. The memo provides more detail regarding the impact this alternative would have on staff time, watering, and field supplies.

**Alternative D: Reducing Expenditures by \$4,000 per Year to Begin Paying Down the Debt** – This alternative would utilize the proposed budget outlined in Alternative C, but it would reduce staff costs by \$4,000 per year in order to provide an annual contribution to reduce the debt that has built up. The following activities would be required to accomplish the reductions in staff costs under this alternative:

- Weed abatement would be eliminated rather than occurring once a year.
- Mowing would be reduced from semi-monthly to quarterly.
- Litter pickup would be reduced from three times a year to once a year.
- Trash cans would be emptied every other week instead of weekly.
- Tree and shrub pruning would be performed every other year instead of annually.
- Graffiti removal would be eliminated.

The park would remain open and the streetlights would continue to be maintained under this alternative. Again an active program of community volunteerism could mitigate the negative impacts of these service reductions.

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**STAFF RECOMMENDATION:** Staff recommends that Alternative D be recommended to the City Council to ensure that the park would remain open.

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**ATTACHMENTS:**

1. Montebello District Budget Memo Dated September 30, 2015.
  2. Montebello Vista Maintenance Assessment District & Park Map.
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**PREPARED BY:**

**Randy Davis, Interim Recreation and  
Community Services Director  
Amanda Dum, Management Analyst**



**SUISUN CITY**  
**Building & Public Works**  
**Department**

701 Civic Center Blvd.  
Suisun City, CA 94585

# Memo

**To:** Timothy McSorley, Public Works & Building Director  
**From:** Amanda Dum  
**Date:** October 2, 2015  
**Re:** Montebello Vista District - Budget

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## BACKGROUND

The Montebello Vista MAD (District) was formed to cover maintenance costs for areas generally described as Montebello Vista Park, streetlights, Walters Road landscaping and two entrance medians. The District generates a fixed amount of revenue each year, and as costs have risen with inflation, the District has suffered from a combination of reduced services and an increasing debt. Its service lags well behind those of the other MADs in the City. This situation has become dire with the failure of the recent District-wide vote, which attempted to enlarge the boundary of the District to include all homes within the subdivision boundary, increase the annual assessment, and to include an annual inflator to the annual assessment...basically to be consistent with all of the other MADs.

On July 7, 2015, after the vote failed, the City Council directed staff to prepare alternatives to address this fiscal crisis. This report provides a couple of alternative approaches.

## RECOMMENDATION

This option would maintain the current level of staff support, streetlight energy costs, and District administrative costs, but reduce spending on water and field supplies. This approach would result in the need to do annual "belt-tightening" of the District's budget, since the revenues are not adjusted annually to keep up with inflation.

For the District to reduce expenditures to match revenue, the water line item would need to be reduced to approximately \$8,300. The water billing is based on two factors: the variable costs (based on meter readings), and the fixed costs which are associated with the costs to bill and account for water system costs. The fixed costs are \$3,546 which means that only \$4,754 could be spent on water used during the year. The total number of units that will be allowed under this

budget scenario would be 2,866 units (1 Unit = 748 Gallons). This represents a reduction of 69% in water usage compared to FY 2013-14 and a 44% reduction from FY 2014-15. This greatly exceeds the mandated 28% reduction in water consumption due to drought restrictions.

Field supplies would also be reduced significantly with this alternative. Field supplies are items such as irrigation parts, streetlight parts, playground fall material, and playground parts. The recommended budget for field supplies is \$1,500. This is roughly the cost for replenishing the fall material under the playground structure and nothing more. The FY 2015-16 adopted budget amount of \$3,500 was already a “bare bones” amount for field supplies.

The District’s budget has one anomaly in FY16; Other Professional Services will recognize charges that are \$1,800 higher than normal. Other Professional Services cover the District’s portion of NBS’s costs to prepare the annual Engineer’s Report and the annual levy submittal that goes to the County Assessor. The last Other Professional Services invoice from the FY 2014-15 Montebello Re-Vote process came through late enough in FY 2015-16 that FY 2014-15 had already been closed and it had to be charged against FY 2015-16. This is a one-time charge. As a result, the Water expense or the Field Supplies expenses can be considered for a \$1,800 adjusted upwards in FY 2016-17.

It should be noted that the level of maintenance described above is well below that of other City parks maintained by MADs. If community volunteers were to participate in various projects such as the following, the level of maintenance could approach that of other City parks:

- Weed abatement.
- Litter pickup.
- Graffiti removal (the City could provide the “goof-off”).

The proposed amended budget for the District would generally provide the same level of maintenance, but put severe stress on the landscaping. The proposed budget does not provide for funds for repayment of the District debt (\$60,400 at the beginning of FY 2015-16), it would not provide for any replacement/maintenance of playground equipment and it would not provide for any turf or planting replacement due to inadequate service, among other things. The proposed cuts, in addition to the pent up demand due to the fact that the revenues do not keep up with inflation, would be dramatic in nature and would not pay down the District’s debt to the City. The resultant Work Plan is described as follows:

## **STAFF TIME**

The proposed budget would maintain Staff Time at approximately 216 hours a year (\$16,100). Any reduction to Staff Time would negatively affect other areas of the overall budget. \$16,100 would provide the District with the following:

- **Montebello Vista Park Maintenance**
  - Weed abatement – once per year. This includes the ball field & in-field areas. There will be no prepping, dragging and raking of the in-field.
  - Semi-monthly mowing with quarterly edging.
  - General trash pickup of the park – three times per year.
  - Trash cans – emptied weekly.
  - Clearance pruning of trees/shrubs – once per year.
  - Any graffiti removal will affect the items listed above by cutting back on time available for those tasks.
  - Streetlight repairs (100) – estimating the need for three repairs per year (lamp and photocell replacement only) – any increase in streetlight repairs over three will affect the items listed above by cutting back on time available for those tasks (likely general trash pick-up of the Park).

- **Walters Road & Entrance Medians**

- Continue with deferred maintenance schedule.
- Weed abatement – once per year.
- Trash pick-up on east side of Walters Rd. (btwn. Montebello Dr. & Bella Vista Dr.) – three times per year.
- Clearance pruning of trees/shrubs – once per year.
- Any graffiti removal will affect the items listed above by cutting back on time available for those tasks (likely general trash pick-up along Walters Road).

## **WATER REDUCTION**

The proposed water reduction will have the following effect on the Park and Walters Rd.:

- FY 2014-15 - The level of water resulted in brown patches in the Park and stressed turf.
- FY 2015-16 - The proposed budget for FY16 and beyond reduces water usage dramatically further. This level of water will increase the size and number of the brown but most likely that this level of water will not support the turf in any way. The priority for water use will be to keep the mature trees from dying.
- NOTE: As it stands, the Year-to-Date Water expenses are \$4,100. This means that a little less than half of the recommended Water budget for the year has already been expended in FY 2015-16.

## **FIELD SUPPLIES**

The proposed budget reduces Field Supplies (irrigation parts, streetlight parts, fall material, playground parts, etc.) from \$3,500 to \$1,500. This amount essentially only covers the cost of replacing the bark fall material around the playground structure.

- Will allow for the annual replacement of fall material under the play structure.
- Will not provide any irrigation repairs, basic or otherwise.
  - We cannot allow “bad irrigation” to happen due to water conservation requirements. Once funds are completely expended, any new irrigation issues will result in the water to that location being turned off. Any issues with the controller that are outside of the available budget will result in the entire irrigation system being turned off.
- Will not cover costs to replace any playground parts.
- No in-Park path light repairs will be made. (9 lights throughout the Park)
- The cost for streetlight replacement parts will be taken out of Gas Tax.

It should be noted that the level of maintenance described above is well below that of other City parks maintained by MADs. If community volunteers were to participate in various projects such as the following, the level of maintenance could approach that of other City parks:

- Weed abatement.
- Litter pickup.
- Graffiti removal (the City could provide the “goof-off”).

While the proposed cuts would be dramatic in nature, no funds would be available for the District to use towards paying down its debt to the City.

<b>REVENUE</b>	<b>FY16 Adopted Budget</b>	<b>FY16 Projected Budget</b>	<b>FY16 Proposed Amended Budget</b>
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<b>TOTAL REVENUE</b>	<b>\$ 42,200</b>	<b>\$ 42,200</b>	<b>\$ 42,200</b>

<b>EXPENSES</b>	<b>FY16 Adopted Budget</b>	<b>FY16 Projected Budget</b>	<b>FY16 Proposed Amended Budget</b>
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Staff Time	\$ 16,100	\$ 16,100	\$ 16,100
Transfer Out to General Fund	\$ 3,800	\$ 3,800	\$ 3,800
<b>TOTAL EXPENSES</b>	<b>\$ 47,600</b>	<b>\$ 49,200</b>	<b>\$ 42,200</b>

### **ELIMINATION OF THE DISTRICT'S DEBT**

While the proposed cuts would be dramatic in nature, no funds would be available for the District to use towards paying down its debt to the City.

An alternative approach would utilize the proposed budget outlined above, but it would reduce staff costs by \$4,000 per year in order to provide an annual contribution to reduce the debt that has built up. The following activities would be required to accomplish the reductions in staff costs under this alternative:

- Weed abatement would be eliminated rather than occurring once a year.
- Mowing would be reduced from semi-monthly to quarterly.
- Litter pickup would be reduced from three times a year to once a year.
- Trash cans would be emptied every other week instead of weekly.
- Tree and shrub pruning would be performed every other year instead of annually.
- Graffiti removal would be eliminated.

The park would remain open and the streetlights would continue to be maintained under this alternative. Again an active program of community volunteerism could mitigate the negative impacts of these service reductions.

 DISTRICT BOUNDARY  
 MAINTENANCE AREA



## MONTEBELLO MAINTENANCE ASSESSMENT DISTRICT



SUISUN CITY, CALIFORNIA

## AGENDA TRANSMITTAL

**MEETING DATE:** October 7, 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. City Council approved alternates A, B and C, but not D. Council was concerned about the effectiveness and maintenance of the in-ground solar LED lights. There was interest in possibly revisiting the need for additional lighting using a different type of lighting.

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**STAFF REPORT:** Since the last Parks and Recreation Commission meeting, the City received required submittals from Sansei Gardens, Inc. The City issued the "Notice to Proceed" to the contractor. During the week of September 28 – October 2, the contractor was scheduled to mobilize and deliver notices to the residents. The contractor was also scheduled to set up their Stormwater Pollution Prevention devices, install temporary construction fencing, and start performing rough grading. During the week of October 5 -9, it is anticipated that rough grading will continue and work will be done on the storm drain line and the water service line. 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:**

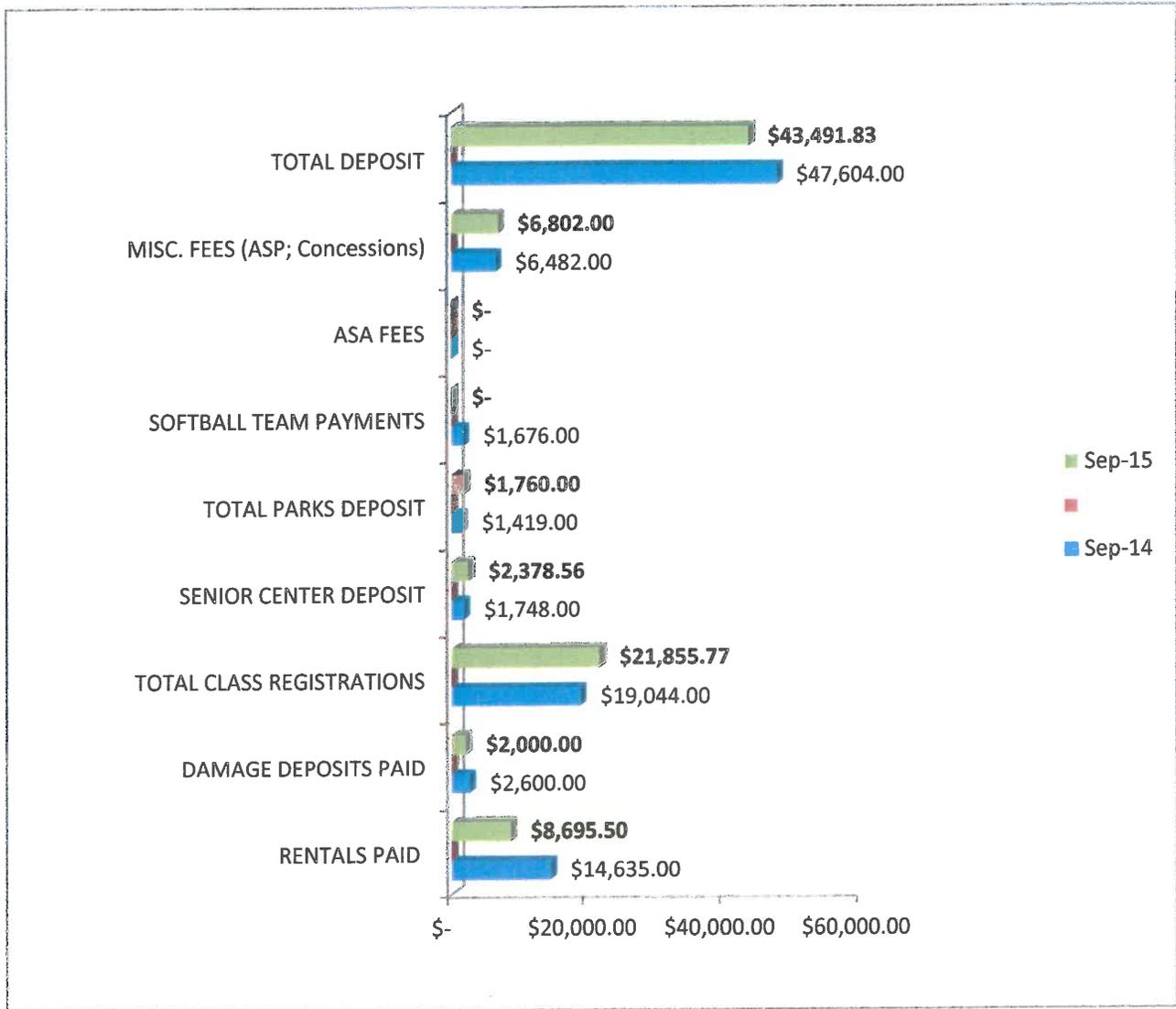
**Randy Davis, Interim Recreation and  
Community Services Director**

## RECREATION MONTHLY REPORT SEPTEMBER 2015

### COMMUNITY CENTER RENTALS

	Sep-14	Sep-15
<b>WEEKDAY RENTALS</b>		
Banquet Room	2	0
Meeting Room A	4	2
Meeting Room B	2	4
Meeting Room C	18	22
Room Combo	1	0
<b>WEEKEND RENTALS</b>		
Banquet Room	3	4
Meeting Room A	2	1
Meeting Room B	3	1
Meeting Room C	3	8
Room Combo	4	4
<b>CONTRACTED CLASSES</b>		
Banquet Room	26	29
Meeting Room A	8	4
Meeting Room B	10	12
Meeting Room C	0	0
Room Combo	0	1
HERITAGE PARK RENTALS	23	46
OTHER PARKS / PLAZA	3	3
LAMBRECHT COMPLEX	6	11
	<b>Sep-14</b>	<b>Sep-15</b>
RENTALS PAID	\$ 14,635.00	\$ 8,695.50
DAMAGE DEPOSITS PAID	\$ 2,600.00	\$ 2,000.00
TOTAL CLASS REGISTRATIONS	\$ 19,044.00	\$ 21,855.77
SENIOR CENTER DEPOSIT	\$ 1,748.00	\$ 2,378.56
TOTAL PARKS DEPOSIT	\$ 1,419.00	\$ 1,760.00
SOFTBALL TEAM PAYMENTS	\$ 1,676.00	\$ -
ASA FEES	\$ -	\$ -
MISC. FEES (ASP; Concessions)	\$ 6,482.00	\$ 6,802.00
<b>TOTAL DEPOSIT</b>	<b>\$ 47,604.00</b>	<b>\$ 43,491.83</b>

# RECREATION & COMMUNITY SERVICES MONTHLY REPORT SEPTEMBER 2015





# SENIOR BREEZE

## ACTIVITY GUIDE



*SUISUN CITY SENIOR CENTER – October 2015*

318 Merganser Dr. 707.421.7203 Karen Mickens, Coordinat



*Suisun City, CA*  
*Discover the Experience*

## October 2015

Monday	Tuesday	Wednesday	Thursday	Friday
			<u>1</u>	<u>2</u>
			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
<u>5</u>	<u>6</u>	<u>7</u>	<u>8</u>	<u>9</u>
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 <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
<u>12</u>	<u>13</u>	<u>14</u>	<u>15</u>	<u>16</u>
<b>Closed in Observance of Columbus Day</b>	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>Super Thursday 9a - 2p</b>	8:00 Cards 8:00 Tai Chi 9:00 Crafts 11:30 Lunch 1:00 Bingo
<u>19</u>	<u>20</u>	<u>21</u>	<u>22</u>	<u>23</u>
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 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
<u>26</u>	<u>27</u>	<u>28</u>	<u>29</u>	<u>30</u>
8:00 Cards 8:00 Tai Chi 9:00 Crafts 11:30 Lunch 1:00 Bingo 1:00 Wii Bowling	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 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

**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 :**

**Thursday, October 29th!**  
**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.

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

Monday through Friday, 1pm.

**\*\*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.

**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

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

**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.**

**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.**

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

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

**\*\*Deborah Hamel Art Class\*\***

This is a free art class that allows individuals to experiment in art. Simple lessons in different artistic techniques can help with self expression. This class is **free**. Please bring a sketch pad and 2-#2 pencils. Class meets every Wednesday at 1pm.

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**\*\*Pinochle** – Daily

# Meals on Wheels Lunch Menu, October 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>1</b> Macaroni and Cheese Italian Green Beans Romaine Salad Orange Juice	<b>2</b> Swedish Meatballs On Noodles Lemony Broccoli Pudding
<b>5</b> Sweet & Sour Chicken On Brown Rice Oriental Vegetables Fruit	<b>6</b> <b>Polish Sausage</b> on Bun Ranch Beans Romaine Salad Tropical Fruit Cup	<b>7</b> Roast Turkey with Dressing Mashed Potatoes With Gravy Seasoned Mixed Vegetables Peach Crisp	<b>8</b> Burgundy Beef On Noodles Cauliflower Romaine Salad Apricot Nectar	<b>9</b> Breaded Fish Scalloped Potatoes Brussel Sprouts Wheat Bread Fresh Fruit
<b>12</b> <b>Columbus Day</b> <b>Sites Closed</b>	<b>13</b> Baked Mostaccioli Italian Vegetables Garlic Bread Cranberry Juice	<b>14</b> BBQ Chicken Baked Beans Romaine Salad Wheat Roll Cranberry Juice	<b>15</b> <b>Closed for</b> <b>Super Thursday</b>	<b>16</b> Chicken Marsala Noodles Herbed Carrots Romaine Salad Tropical Fruit Cup
<b>19</b> Chicken Pot Pie With Biscuit Brussels Sprouts Fresh Fruit	<b>20</b> Tarragon Turkey Salad Sandwich Pumpkin Chowder Cookie Fruit	<b>21</b> Beef Stew on Noodles Broccoli Wheat Bread Apple Crisp	<b>22</b> Rosemary Chicken Brown Rice Herbed Vegetables Fresh Fruit	<b>23</b> Baked Tilapia AuGratin Potatoes Capri Vegetables Wheat Roll Tropical Fruit Cup
<b>26</b> Tuna Noodle Casserole Brussels Sprouts Wheat Roll Fruit	<b>27</b> Southwest Chili Romaine Salad Cornbread Fruited Jello	<b>28</b> Salisbury Steak with Gravy Mashed Potatoes Spinach/Orange Salad Wheat Roll Fresh Fruit	<b>29</b> Chicken Chow Mein On Brown Rice Oriental Vegetables Mandarin Oranges	<b>30</b> <b>Baked Turkey Ham</b> Sweet Potatoes Succotash Wheat Roll Pumpkin Cookie

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.

# *Super Thursday*



October 15, 2015

9a – 2p

Come play bingo all day, and enjoy a fresh lunch!  
\$4 in advance, \$6 *after October 9, 2015*



The Partners are sponsoring a Silent Gift Card Auction. Gift cards will be worth \$25.00 each. To participate in the Auction, please buy tickets in the office. 1 ticket for \$1, 6 tickets for \$5.

*For lunch;*

Chili Dogs

Fresh Green Salad

Traditional Macaroni Salad

Fruited Jello Parfait with Toasted Coconut

# 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:

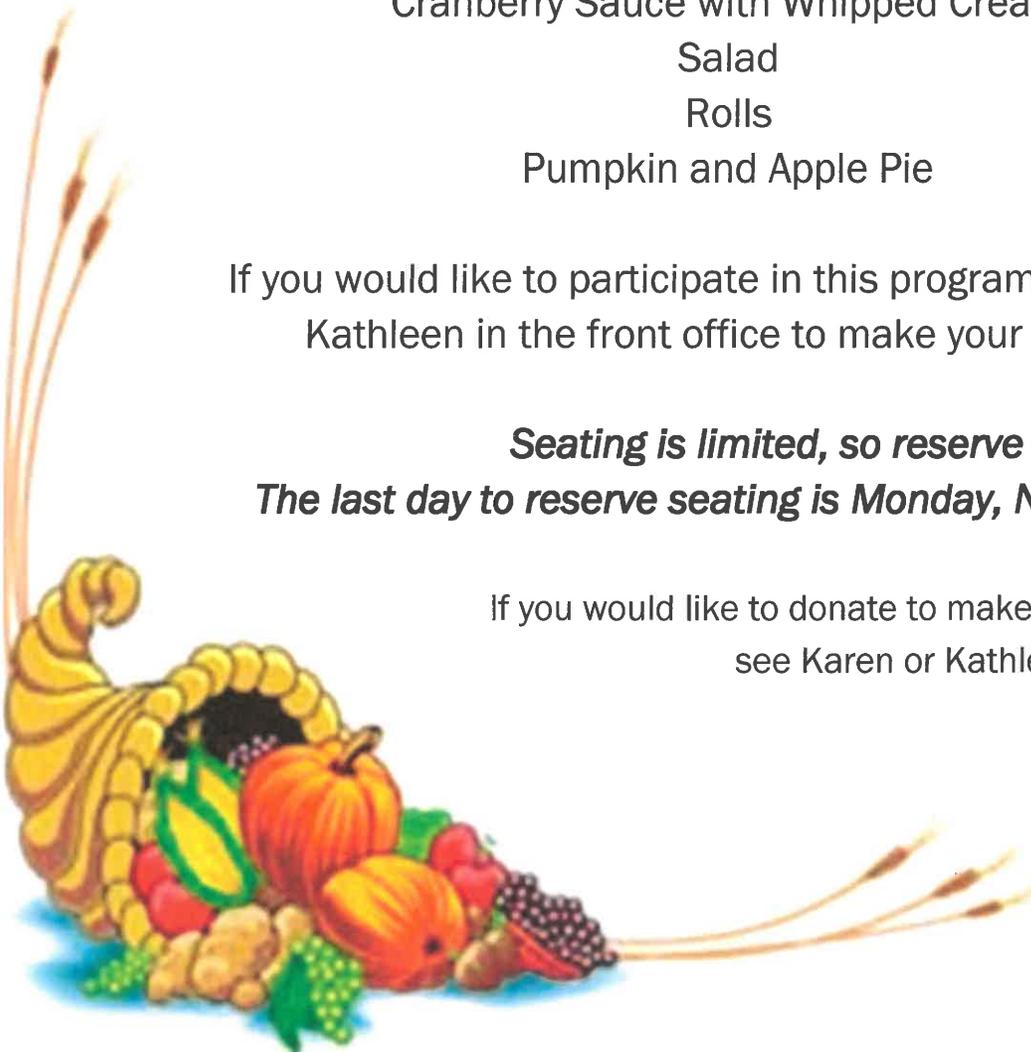
Fresh Cooked Turkey  
Mashed Potatoes and Gravy  
Stuffing  
Corn  
Green Beans  
Cranberry Sauce with Whipped Cream  
Salad  
Rolls  
Pumpkin and Apple Pie

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

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.

