

**AGENDA**  
**REGULAR MEETING OF THE**  
**SUISUN CITY PARKS AND RECREATION COMMISSION**  
**701 CIVIC CENTER BOULEVARD**  
**SUISUN CITY, CALIFORNIA**  
**7:00 P.M., WEDNESDAY, DECEMBER 2, 2015**

**A. ROLL CALL**

**B. PUBLIC COMMENT**

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

1. Introduction of Justin Houde, Marina Supervisor, and Presentation Regarding the Suisun City Marina.

**D. CONSENT CALENDAR**

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

1. a. Minutes of the November 4, 2015 Parks and Recreation Commission meeting.

**E. GENERAL BUSINESS**

1. 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. Election of Parks and Recreation Commission Chair and Vice-chair In January
  - h. 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 NOVEMBER 4, 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 Tom Conley, Commissioner Jan Davenport, Commissioner Al Gacosta

Absent: None

Staff: Randy Davis, Cathy Rader

Audience:

**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 5-0 vote. Motion to approve made by Commissioner Conley and seconded by Commissioner Davenport.

**E. GENERAL BUSINESS**

1. **Montebello Vista Assessment District Update:** Interim Director Davis reported that City Council discussed issues related to Montebello Vista Park at its October 20, 2015 meeting. He discussed the Council's comments and requests for additional information.

Commissioner Conley asked if the park could be closed and opened in another location. Interim Director Davis stated that the City could not sell the land, but under some circumstances a City can replace a park with the development of a park in a different location. He stated that the problem is that the park was developed to serve the Montebello Vista neighborhood and he is not sure what would be accomplished by building a park in another location. Moving the park would not necessarily solve the issue of having sufficient funding for park maintenance.

Chairman Borja asked if the residents can weigh in regarding the options even though they have already voted. Interim Director Davis stated that a few residents were present at the October 20, 2015 City Council meeting and the City will make an effort to gauge resident interest in volunteering to keep the park looking presentable. The City is always open to resident's suggestions and comments.

Commissioner Davenport asked if a community garden would be considered for the park. Interim Director Davis said that it is feasible to put a community garden in the park but that would not solve the problem related to the need for sufficient funding to maintain the park. The thinking was that if you utilized

land for the community garden and the gardeners covered the cost of maintaining the garden you have reduced the amount of park land that needs to be maintained. The current community garden is only 1/3 of an acre and Montebello Park is 5 acres so the problem of inadequate funding for park maintenance would not be solved by constructing a community garden.

Commissioner Conley asked if the home owners voted and Interim Director Davis stated that the home owners received the voting materials and the renters did not.

2. **Lawler Ranch Park Phase II Update:** Interim Director Davis reported that the contractor, Sansei Gardens, Inc., is on track and maintaining the construction schedule. Sansei Gardens has a six month maintenance agreement in their contract to make sure everything is working and growing properly. Chairman Borja asked about solar lighting. Interim Director Davis stated that pathway lighting needs to be addressed. Council had a number of concerns about the proposed lights such as how effective the LED solar lights would be and maintenance of that type of lighting system. Staff will be looking at different types of lighting for consideration by the Commission and City Council. In response to a question by Commissioner Conley, Interim Director Davis stated that the lights would be installed along the outer perimeter path so the newly installed turf should not be disturbed if electrical lights are installed.

3. **Overview of Grant Programs Operated by the Recreation and Community Services Department:**

Cathy Rader provided the following information to the Commission:

1. **After School Education and Safety (ASES) Program / Prop 49**

- a. Grant funded by California Department of Education, renewed every 3 years and effective July 2014 to June 2017.
- b. 2015-16 Grant approved for \$108,000.00 for Suisun Elementary to improve literacy support, academic enrichment and safe constructive alternative for students.
- c. The criteria of funding: 50% of students are eligible for low or no cost meals through the school lunch program. The other Suisun City schools did not qualify for the grant.
- d. After School Program (ASP) staff to log daily attendance as required by the grant.
- e. Linda Taylor, Recreation Supervisor, is responsible for the direct supervision of the ASP staff at Suisun Elementary.
- f. Cathy Rader is responsible for expenditures of all supplies needed and reporting for the program.
- g. Cathy Rader is responsible for quarterly reporting of expenses, 6 month and year end reporting of attendance and yearly contract renewal with the California Department of Education.

## **2. Alcohol, Tobacco, and Other Drugs (ATOD) Grant:**

- a. ATOD grant is funded by Solano Public Health and approved by the Solano County Board of Supervisors.
- b. Cities and Agencies had to complete a Request for Proposal for the 18 month January 2015 – June 2016 grant.
- c. Solano Public Health awarded \$80,996.00 to Suisun City ATOD Prevention for the 18 month period which pays for 40% of Cathy Rader's Recreation Department salary and Karen Grover's Life Skills Training salary at the afterschool programs. The grant also pays for Police Department alcohol and tobacco compliance checks; office expenses; meeting expenses; Red Ribbon activities; RBS training; policy, education and media support expenses.
- d. Cathy Rader is responsible for implementing tasks to achieve goals, budget, monthly expense reporting, quarterly reports, and contract renewal with the Solano Health Department.
- e. This is the first year that Policy work is included in the ATOD Scope of Work.
- f. ATOD Prevention Coalition Goals:
  - Goal 1 - Reduce access and availability of alcohol to youth from retail and other sources in Suisun City: Objective: By June 30, 2016 (by 2018 in the Strategy Prevention Plan), the City of Suisun City will adopt and implement a Conditional Use Permit ordinance related to alcohol retailers and their proximity to school and other areas commonly frequented by youth. Examples: Restricting alcohol establishments within 1,000' radius from schools, parks, playgrounds, and recreation centers. GIS map with 1000' barrier around schools and recreation areas was discussed. The Suisun City Fact Sheet was discussed. Another committee was formed, the Youth Prevention Alcohol Subcommittee which completed the data research and will be conducting education meetings with the community in November and December and speaking with City Council Members in January and February.
  - Goal 2 - Reduce access and availability of marijuana to minors from retail and other sources in Suisun City. Objective: By June 30, 2016 (by 2018 in the Strategy Prevention Plan). The City of Suisun City will implement a campaign to reduce access and availability to marijuana. A GIS Map with marijuana arrests and offenses has been completed and is currently being revised. Red Ribbon Week Assemblies: The ATOD Prevention grant paid for poster paper, Drug Free silicone bracelets, pledge cards, pledge banners, and the Magic Show performer for all the schools in Suisun City.

\$10 Wal-Mart gift cards were awarded randomly to one student in each grade K – 5<sup>th</sup> that completed a poster and \$20 Wal-Mart gift cards to one student in each grade 6<sup>th</sup> – 8<sup>th</sup> at Crystal Middle School. Some of the posters are displayed in the City Hall lobby, other City buildings and at schools.

**3. Partners for Improving Community Health (PICH) Grant**

- a. PICH also funded by Solano Public Health, Budget May 1, 2015 – September 29, 2015 (5 months): \$48,721.
- b. Planning Department staff and contractor responsible for implementing tasks to achieve goals. ATOD Prevention Coalition to assist PICH staff with the tobacco-free goals.
- c. Cathy Rader is responsible for budget and expense reporting.
- d. Goal 1- Increase access to tobacco-free environments.
  - Increase access to Suisun City parks and recreation areas that are smoke free, including e-cigarettes.
  - Increase number of retail outlets in Suisun City with conditional use or zoning on tobacco outlet density standards.
  - Increase access to smoke-free or tobacco-free environments through planning.
- e. Goal 2 - Increase access to environments with healthy food or beverage options.
  - Increase number of Parks adopting healthy concession options.
  - Enhance environments for drinking water access.
  - Encourage exercise and mobility.
  - Increase number of corner stores offering fresh fruits and vegetables.
- f. Accomplishments to date: PICH presentation to City Council with an overview of the grant, community surveys completed, 2 community meetings completed, partnerships with Health agencies, and partnering with the ATOD Prevention Coalition with the creation of the Midwest Academy Strategy Charts for all 7 goals.

**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 back to City Council but the date is unknown at this time.
- b. Park Development Fund: Interim Director Davis reported that the Lawler Ranch Park phase II project expenses are not showing up yet on the Park Development Fund expense sheet. The current amount in the fund is \$1,177,013.

- c. Recreation/Community Center: Cathy Rader discussed the Recreation Report that was included in the Commissioner's packets.
- d. Marina Report: Interim Director Davis discussed the Marina report. There will be a tenant meeting on November 5, 2015 at the Yacht Club at 6:30 p.m. The Marina Supervisor, Police Chief, City Manager and Interim Director Davis will be at the meeting and available for questions that the tenants may have. The new, revised Berth Rental Agreement will be handed out to tenants at the meeting.
- e. Senior Center Report: Interim Director Davis reported on activities at the Senior Center. Kaiser Permanente has donated \$1,500 for the free holiday meals served at the Thanksgiving and Christmas events.
- f. City Parks Inspection Reports: Interim Director Davis reported that the branch was cut above the building at Heritage Park.
- g. Other: None

2. Commission Members: None

3. Chairman: Chairman Borja stated that Public Works did a great job clearing the weeds at the Lawler Ranch Falls pond.

#### **G. ADJOURNMENT**

There being no further business the meeting was adjourned at 7:50 p.m. Motion to adjourn was made by Commissioner Davenport and seconded by Vice-chair Pierce. The motion was approved on a 4-0 vote.

---

Chairman

---

Recreation Program &  
Administrative Coordinator

## AGENDA TRANSMITTAL

**MEETING DATE:** December 2, 2015

---

**PARKS AND RECREATION COMMISSION AGENDA ITEM:** General Business 1.  
Lawler Ranch Park Phase II Update

---

**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.

---

**STAFF REPORT:** Staff will provide a verbal report regarding the status of the Lawler Ranch Park Phase II project at the December 2, 2015 Commission meeting. On November 25 I visited the park and most of the work was centering on the installation of the decomposed granite base for the dog park.

Prior to the Commission meeting I will get an update from Public Works staff regarding the project and the schedule for remaining work. It is my understanding that there may be a delay regarding the fencing, but I will have more information about that on December 2.

Some of the work still to be done includes playground equipment installation, playground surfacing, fencing, planting, lighting, site furnishings and hydroseeding.

---

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

---

**ATTACHMENTS:** None

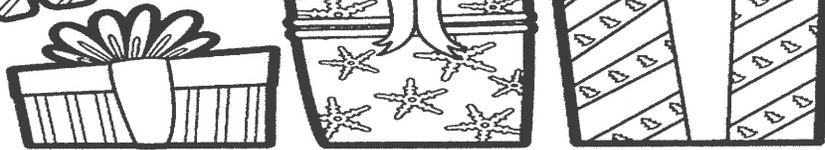
---

**PREPARED BY:**

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



**HAPPY  
HOLIDAYS**



Copyright Homemade-Preschool.com

# **SENIOR BREEZE ACTIVITY GUIDE**

## **MERRY CHRISTMAS**



Copyright Homemade-Preschool.com

***SUISUN CITY SENIOR CENTER***  
***DECEMBER 2015***

318 Merganser Dr. 707.421.7203 Karen Mickens, Coordinator



***Suisun City, CA***  
*Discover the Experience*

## December 2015

Monday	Tuesday	Wednesday	Thursday	Friday
	<u>1</u>	<u>2</u>	<u>3</u>	<u>4</u>
	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 10:00 Legal Hour 10:00 Jam Session 11:30 Lunch 1:00 Bingo
<u>7</u>	<u>8</u>	<u>9</u>	<u>10</u>	<u>11</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 10:00 Jam Session 11:30 Lunch 1:00 Bingo
<u>14</u>	<u>15</u>	<u>16</u>	<u>17</u>	<u>18</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 9:30 Book Club Meeting <b>9:45 Senior Partners Meeting</b> 10:00 Brain Flexers 11:30 Lunch 1:00 Bingo	<b>Karen's Christmas Party</b>  <b>10 a - 2 p</b>
<u>21</u>	<u>22</u>	<u>23</u>	<u>24</u>	<u>25</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	<b>Senior Center Closed Merry Christmas</b>	<b>Senior Center Closed Merry Christmas</b>
<u>28</u>	<u>29</u>	<u>30</u>	<u>31</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 11:00 Talent Showcase 11:30 Lunch 1:00 Bingo 1:00 Art Class 2:30 Bible Study	<b>Senior Center Closed Happy New Year</b>	<i>Coming soon - Details on AARP Tax Preparation.</i>

**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

\*\*\*\*\*

**\*\*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.

.....

**\*\*DINNER DANCE :**

**Will return in January 2016!**

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

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

\*\*\*\*\*

**\*\*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.

.....

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

**\*\*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.

\*\*\*\*\*

**\*\*Pinochle** – Daily

# Meals on Wheels Lunch Menu, December 2015

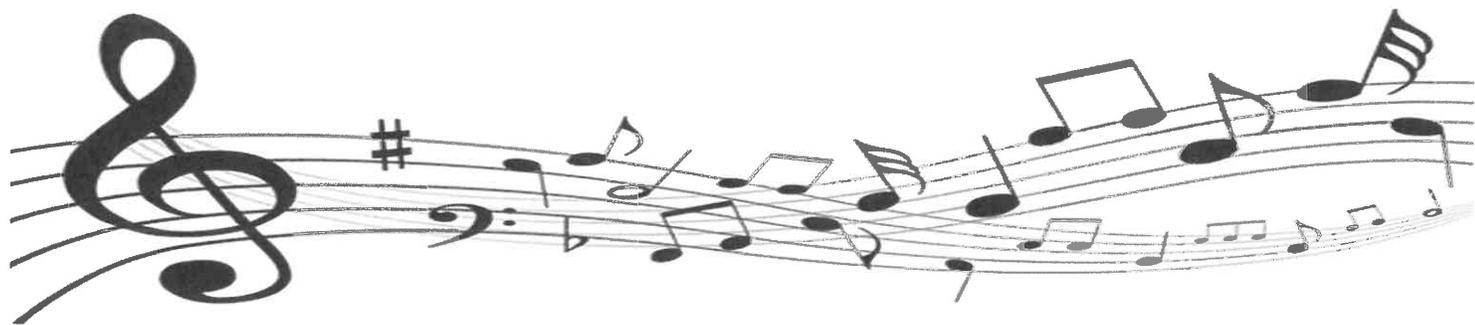
\*Donation Reminder: **Suggested Donation \$3.00 per meal**

**\*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>	<b>2</b>	<b>3</b>	<b>4</b>
	Tarragon Turkey Salad Sandwich Pumpkin Chowder Cookie Fruit	Beef Stew on Noodles Broccoli Wheat Bread Apple Crisp	Rosemary Chicken Brown Rice Herbed Vegetables Fresh Fruit	<b>Baked Turkey Ham</b> Sweet Potatoes Succotash Wheat Roll Fresh Fruit
<b>7</b>	<b>8</b>	<b>9</b>	<b>10</b>	<b>11</b>
Tuna Noodle Casserole Brussels Sprouts Wheat Roll Fruit	Southwest Chili Romaine Salad Cornbread Fruited Jello	Salisbury Steak with Gravy Mashed Potatoes Spinach/Orange Salad Wheat Roll Fresh Fruit	Chicken Chow Mein On Brown Rice Oriental Vegetables Mandarin Oranges	Baked Tilapia AuGratin Potatoes Capri Vegetables Wheat Roll Tropical Fruit Cup
<b>14</b>	<b>15</b>	<b>16</b>	<b>17</b>	<b>18</b>
Pasta Bake Lemony Broccoli Romaine Salad Fruit Cup	Breaded Fish Scalloped Potatoes Brussels Sprouts Wheat Bread Fresh Fruit	Vegetable Soup Chicken Salad Sandwich Baked Potato Chips Apple Juice Cookie	Roast Turkey Mashed Potatoes With Gravy Wheat Roll Seasoned Mixed Vegetables Holiday Dessert	Whole Wheat Spaghetti with Zesty Meat Sauce Cauliflower Garlic Bread Spiced Pears
<b>21</b>	<b>22</b>	<b>23</b>	<b>24</b>	<b>25</b>
Tamale Pie Spanish Rice Refried Beans Chocolate Brownie	Chicken Marsala Noodles Herbed Carrots Romaine Salad Tropical Fruit	Baked Mostaccioli Italian Vegetables Garlic Bread Fresh Fruit	<b>Sites Closed</b> <b>Merry Christmas</b>	<b>Sites Closed</b> <b>Merry Christmas</b>
<b>28</b>	<b>29</b>	<b>30</b>	<b>31</b>	
Sweet & Sour Chicken On Brown Rice Oriental Vegetables Fruit	<b>Polish Sausage</b> on Bun Ranch Beans Romaine Salad Tropical Fruit Cup	Burgundy Beef On Noodles Cauliflower Romaine Salad Apple Juice	<b>Sites Closed</b> <b>Happy New Year</b>	

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.



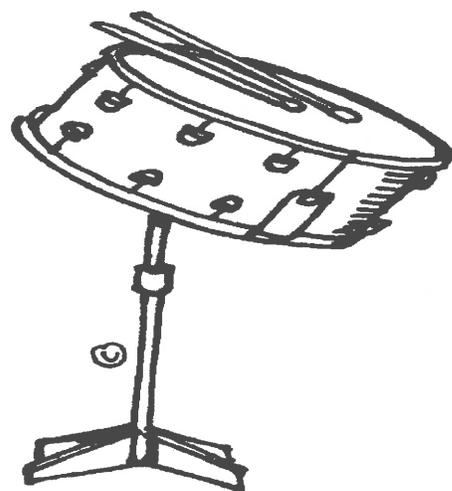
**What are you doing Friday?**  
**Come play music!**

**Friday's 10 a.m. to Noon**  
**Suisun City Senior Center**  
**318 Merganser Dr, Suisun City**

**Open to all who like music.**  
**Bring an instrument to play,**  
**Or just come and listen.**



Copyright Homemade-Preschool.com



**See you Friday!**



**Come enjoy various talent put on by  
the Armijo High Key Club,  
featuring a Talent Showcase!**

**December 30<sup>th</sup> at 11 a.m.  
At the Suisun City Senior Center.**

**Come laugh, and have fun!**



# 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!

Located at 318 Merganser Dr, in Suísun.

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, or call 707-421-7203.

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.

