

AGENDA
REGULAR MEETING OF THE
SUISUN CITY PARKS AND RECREATION COMMISSION
701 CIVIC CENTER BOULEVARD
SUISUN CITY, CALIFORNIA
7:00 P.M., WEDNESDAY, MAY 18, 2016

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. Minutes of the April 20, 2016 Parks and Recreation Commission meeting

E. GENERAL BUSINESS

1. Update with request for Highway 12 trash receptacles and benches
2. Senior Center Parking Modifications

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 APRIL 20, 2016**

Chairman Angel Borja 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

Absent: None

Staff: Kris Lofthus, Cathy Rader

Audience: None

B. PUBLIC COMMENT None

C. PRESENTATIONS, ANNOUNCEMENTS, AND APPOINTMENTS:

Tim McSorley, Public Works Director, updated the progress with the Lawler Ranch Park Phase II project. Director McSorley reported that the rubberized surface in the new play structure has been installed, the trees, shrubs and hydro seed have been planted and is green and growing and the sunshade hardware has been reordered and will be installed soon. The project may go to City Council for acceptance on May 17, 2016. Director McSorley stated that the Parks & Recreation Commission and Director Lofthus will be in charge of the ribbon cutting ceremony. Director McSorley distributed prints of the dog park signs that would be posted at the dog park gates. Chairman Borja stated that the fence still needs some work and Director McSorley said that he will take a look at it and add to the punch list if needed. Chairman Borja asked about the research that Randy Davis completed on the pathway lighting. Cathy Rader will email Mr. Davis' report regarding the lighting at Lawler Ranch Park to Director McSorley and Director Lofthus.

D. CONSENT CALENDAR

Approval of Minutes:

The minutes of the March 16, 2016 meeting were approved with a 4-0 vote. Motion to approve made by Vice-chair John Pierce and seconded by Commissioner Conley.

E. GENERAL BUSINESS

1. The Parks and Recreation Commissioners finalized the details for the May 21, 2016 Community Clean Up Day at Montebello Vista Park.

F. REPORTS

1. Staff
 - a. City Council Agenda: Director Lofthus stated that the fuel system upgrade was discussed and that three bids were turned in and the winning bid went to Armour Petroleum for \$35,000.00 to upgrade and update the fuel system. Director Lofthus reported the details of what Armour Petroleum will be completing. Phase I work will begin first week in May. City Council voted that fireworks non-profits groups will collect 50% and the City will receive 50%. Special Events will be discussed regarding Saturday Night Movies

- on the Waterfront, Sunday Jazz Series and Christmas on the Waterfront.
- b. Park Development Fund: Director Lofthus reported that the Park Development Fund currently has a balance of approximately \$517,000 and expenditures for Lawler Ranch Park Phase II up to this point is approximately \$713,000.
 - c. Cathy Rader discussed the Recreation Report that was included in the Commissioner's packets.
 - d. Marina Report: Director Lofthus discussed the Marina Report. Marina staff is anxious to get the fuel pump working and looking into improving the water quality to keep customers happy. Director Lofthus will be promoting the Marina along with Recreation Department through new and improved marketing and shared his ideas with the commission.
 - e. Senior Center Report: Director Lofthus discussed the Senior Breeze Newsletter and is also looking at ways to fund a van to transport seniors to various locations for various activities.
 - f. City Parks Inspection Reports: Commissioner Conley discussed the parks that he inspected. Director Lofthus informed Commissioner Davenport that the mattress and couch were removed from McCoy Creek Park from her last Parks Inspection Report.
 - g. Other: None
2. Commissioners: Vice-chair Pierce asked about rule number 9 on the dog park sign rules regarding the age of neutered dog and explained his personal situation with a new dog. Director Lofthus said he will see if Director McSorley will be able to update the sign. Commissioner Davenport would like a sign that states No aggressive dogs that other dog parks have adopted.
3. Chairman: Chairman Borja asked about the lighting, safety and loitering at Lawler Park after hours. Chairman Borja asked if there are any reports with loitering or crime with PD after hours. Director Lofthus said he will discuss with Chief Mattos. Chairman Borja would like to continue the discussion with trash receptacles and benches on Highway 12 on the next agenda. Next month's meeting will be the 3rd week May. Chairman Borja thanked Director Lofthus for all the positive ideas he shared to improve the Marina, Senior Center and Recreation.

G. ADJOURNMENT

There being no further business the meeting was adjourned at 7:41p.m. Motion to adjourn was made by Commissioner Conley and seconded by Commissioner Davenport. The motion was approved on a 4-0 vote.

Chairman

Recreation Program &
Administrative Coordinator

AGENDA TRANSMITTAL

MEETING DATE: May 18, 2016

CITY AGENDA ITEM: A. Senior Center Parking Modifications as follows:

1. The parking spaces around the perimeter of the Senior Center designated as “Senior Center Parking Only”.
2. The curb along the westerly boundary of the parking lot shall be designated as “No Parking” and said curb shall be painted red.

B. Harbor Theatre Parking Modifications as follows:

1. The area immediately adjacent and northerly of the Harbor Theater shall be posted and marked as “Loading Zone”.

FISCAL IMPACT: A. The required staff time and materials needed to implement the proposed parking restrictions are estimated at a total of \$1,000. This can be paid from the Gas Tax fund

B. The fiscal impact of this work would be staff time to place the pavement markings and signs and the cost of the signs. This cost is approximately \$1,000 and can be paid by the Victorian Harbor C-D fund.

BACKGROUND: A. Due to parking conflicts with tenants of Casa de Suisun parking in the Senior Center parking spaces, designation of these spaces must occur. Currently patrons of the Senior Center are parking across Merganser Drive in the United States Post Office parking lot and crossing the street, which is not a practice or safe practice. There are a number of empty parking spaces in the Casa de Suisun parking lot, so it is not a limited parking issue. Staff has met with the manager of Casa de Suisun and he approves of this parking update.

B. Due to parking conflicts with tenants and customers parking next to the loading doors of the Harbor Theatre, designation of “loading zone only” must occur. Vehicles parked in this area have caused delays in productions at the Harbor Theatre and does not allow the theatre to operate at maximum efficiency.

STAFF REPORT: A. In an effort to keep the participants of the Suisun City Senior Center, Revisions to the current parking lot must be made. The current signage does not show the City of Suisun ordinance number so the Police Department cannot enforce the “no parking” signage.

On the western side of the Senior Center the vehicles are parking along the curb that separates the west parking lot from 333 Sunset. When vehicles are parked along this curb, it inhibits the cars parked in the designated parking stalls to back out safely.

PREPARED BY:

Kris Lofthus, Director of Recreation and Community Services
Tim McSorely, Director of Public Works and Building

B. In an effort to keep the operation at the Harbor Theatre fully functional, and allow the staff of the theatre to load in supplies, décor, and sets for performances modifications to the parking area must be made.

STAFF RECOMMENDATION: No action required

ATTACHMENTS:

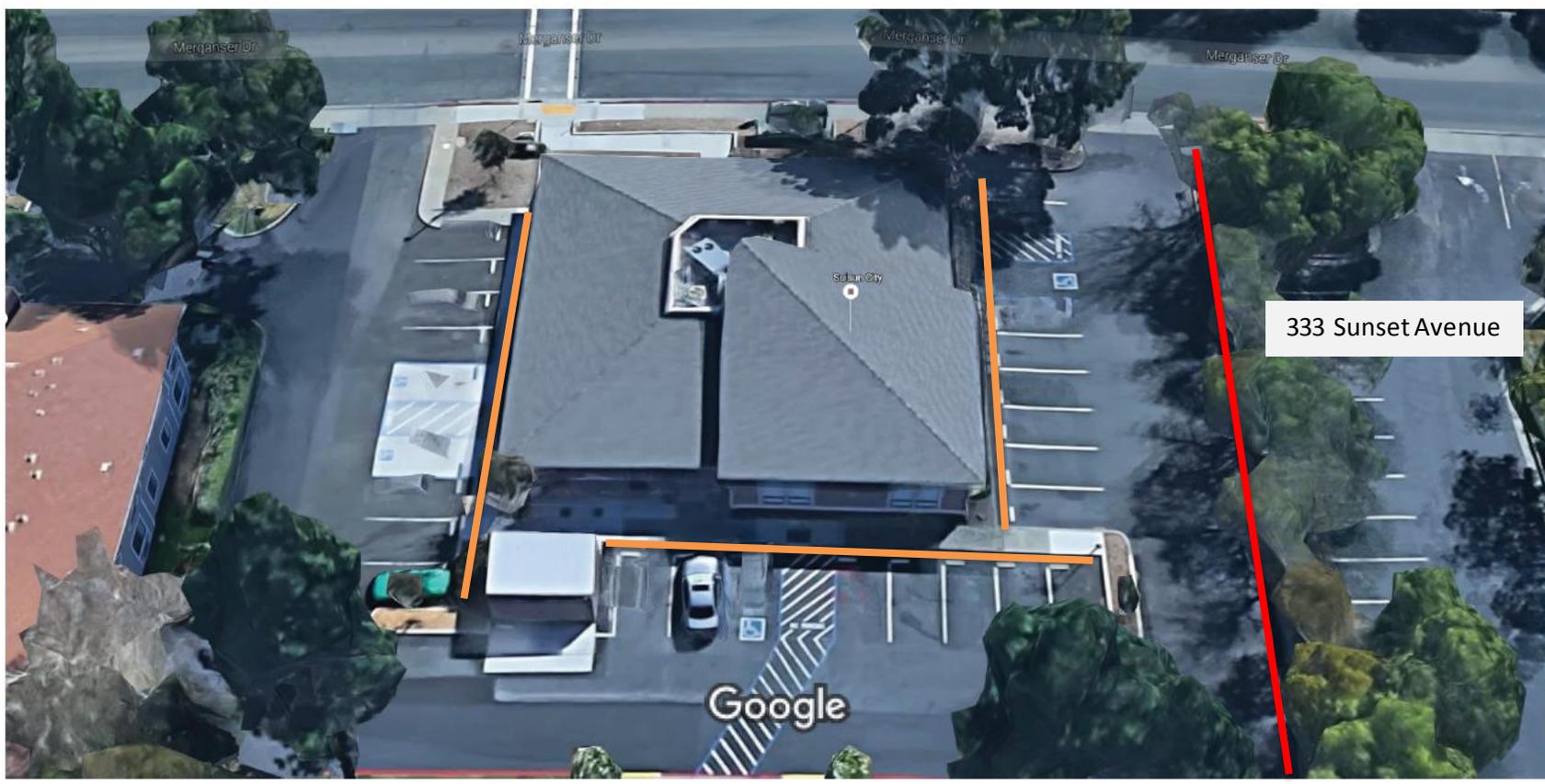
A. 1. Exhibit A: Senior Center – Proposed Signage and Curb Markings.

B. 1. Map Harbor Theater – Proposed Loading Zone Area.

Map of Senior Center Parking Lot

Google Maps

- Senior Center Only Parking Stalls
- No Parking - Red curb & signs



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Google Maps