

RECREATION COMMISSION  
Eddrick Osborne, Chair  
Loraine Meek, Vice Chair  
David Anderson  
Michelle Chavez  
Shawn Lee Risko  
Princess Washington  
Tyler Wilson



RECREATION, PARKS,  
MARINA AND ARTS  
COMMISSION MEETING

First Wednesday of  
Every Month

## A G E N D A

**REGULAR MEETING OF THE CITY OF SUISUN CITY  
RECREATION, PARKS, MARINA AND ARTS COMMISSION  
WEDNESDAY, JULY 7, 2021  
6:00 P.M.**

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**SUISUN CITY COUNCIL CHAMBERS -- 701 CIVIC CENTER BOULEVARD -- SUISUN CITY, CALIFORNIA**

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### **NOTICE**

*Pursuant to Government Code Section 54953, Subdivision (b), and Executive Order released on March 12, 2020, the following Recreation Commission meeting may include teleconference participation by: Commissioners David Anderson, Michelle Chavez, Loraine Meek, Eddrick Osborne, Shawn Lee Risko, Princess Washington, and Tyler Wilson. Teleconference locations are on file at City Hall, 701 Civic Center Blvd., Suisun City, CA 94585.*

*PER CITY POLICY, MEMBERS OF THE PUBLIC ARE REQUIRED TO WEAR FACE MASKS WHILE IN CITY FACILITIES. IF YOU DO NOT HAVE A FACE MASK, ONE WILL BE PROVIDED FOR YOU.*

*THE RECREATION COMMISSION HAS RESUMED IN-PERSON MEETINGS IN ADDITION TO ZOOM. A LIMITED NUMBER OF SEATS ARE AVAILABLE, TO RESERVE A SEAT PLEASE CONTACT THE CITY CLERK AT [clerk@suisun.com](mailto:clerk@suisun.com) OR 707 421-7302.*

**ZOOM MEETING INFORMATION:**

**WEBSITE:** <https://zoom.us/join>

**MEETING ID: 875 1769 4358**

**CALL IN PHONE NUMBER: (707) 438-1720**

*REMOTE PUBLIC COMMENT IS AVAILABLE FOR THE RECREATION, PARKS, MARINA, AND ARTS COMMISSION MEETING BY EMAILING THE CITY CLERK AT [CLERK@SUISUN.COM](mailto:CLERK@SUISUN.COM) (PRIOR TO 5:30 pm) OR VIA WEBSITE OR PHONE APPLICATION, ZOOM.*

### **ROLL CALL**

RPMA Commissioners

### **CONFLICT OF INTEREST NOTIFICATION**

*(Any items on this agenda that might be a conflict of interest to any Commissioner should be identified at this time.)*

**REPORTS: (Informational items only.)**

- 1) Department Director/ Staff
- 2) Rose Garden Project

**PRESENTATIONS/APPOINTMENTS**

*(Presentations, Awards, Proclamations, Appointments)*

- 3) Community Clean-up Ad Hoc
- 4) Appoint Commissioner to Lighting and Landscaping Community Committee
- 5) Appoint Commissioner to Friends of Suisun City Recreation non-profit

**CONSENT CALENDAR**

*Consent calendar items requiring little or no discussion may be acted upon with one motion.*

- 6) Approval of the Minutes of the Regular Meeting of the Recreation, Parks, Marina, and Arts Commission held on June 2, 2021

**PUBLIC COMMENTS**

*(Request by citizens to discuss any matter under our jurisdiction other than an item posted on this agenda per California Government Code §54954.3. Comments are limited to no more than 5 minutes unless allowable by the Chair. Speaker cards are available on the table near the entry of the meeting room and should be given to the Clerk. By law, no prolonged discussion or action may be taken on any item raised during the public comment period, although informational answers to questions may be given and matters may be referred for placement on a future agenda.)*

**GENERAL BUSINESS****REPORTS: (Informational items only.)**

- 7)
  - a. Budget Ad Hoc
  - b. Parks and Facilities Master Plan Ad Hoc
  - c. Art Ad Hoc
  - d. Community Garden Ad Hoc
  - e. Community Clean-Up Ad Hoc
  - g. Park Inspection Reports
  - h. Directors Executive Summary
  - i. Commissioners Report
  - j. Chair Report

**ADJOURNMENT**

A complete packet of information containing staff reports and exhibits related to each item for the open session of this meeting, and provided to the City Council/Commissions, are available for public review at least 72 hours prior to a Council /Agency/Authority/Commission Meeting at Suisun City Hall 701 Civic Center Blvd., Suisun City. Agenda related writings or documents provided to a majority of the Council/Board/Commissioners less than 72 hours prior to a Council/Agency/Authority/Commission meeting related to an agenda item for the open session of this meeting will be made

available for public inspection during normal business hours. An agenda packet is also located at the entrance to the Council Chambers during the meeting for public review. The City may charge photocopying charges for requested copies of such documents. Assistive listening devices may be obtained at the meeting

*PLEASE NOTE:*

1. The City Council/Agency/Authority/Commission hopes to conclude its public business by 10:00 P.M. Ordinarily, no new items will be taken up after the 10:00 P.M. cutoff and any items remaining will be agendaized for the next meeting. The agendas have been prepared with the hope that all items scheduled will be discussed within the time allowed.
2. Suisun City is committed to providing full access to these proceedings; individuals with special needs may call 421-7300.
3. Agendas are posted at least 72 hours in advance of regular meetings at Suisun City Hall, 701 Civic Center Boulevard, Suisun City, CA. Agendas may be posted at other Suisun City locations including:
  - Suisun City Fire Station, 621 Pintail Drive, Suisun City, CA;
  - Suisun City Senior Center, 318 Merganser Drive, Suisun City, CA;
  - Joe Nelson Center, 611 Village Drive, Suisun City, CA;
  - Harbor Master Office, 800 Kellogg Street, Suisun City, CA.

I, Kathleen Shrader, Administrative Assistant for the Recreation Department for the City of Suisun City, declare under penalty of perjury that the above agenda for the meeting of July 7, 2021 was posted and available for review, in compliance with the Brown Act.



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First Wednesday of  
Every Month

## MINUTES

### REGULAR MEETING OF THE CITY OF SUISUN CITY RECREATION, PARKS, MARINA AND ARTS COMMISSION

WEDNESDAY, JUNE 2, 2021

6:00 P.M.

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SUISUN CITY COUNCIL CHAMBERS -- 701 CIVIC CENTER BOULEVARD -- SUISUN CITY, CALIFORNIA

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#### **NOTICE**

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#### **ROLL CALL**

Chairman Osborne called the meeting to order at 6:02 p.m.

The following Commissioners were present: Osborne, Meek, Anderson, Chavez, Risko, Washington, Wilson

Absent/Late Commissioners: None.

**CONFLICT OF INTEREST NOTIFICATION**

*(Any items on this agenda that might be a conflict of interest to any Commissioner should be identified at this time.)*

No noted conflicts of interest at this time.

**REPORTS: (Informational items only.)**

## 1) Department Director/ Staff

RPM Director Kris Lofthus reports that June 15, 2021 is the day that the Recreation Center reopens to the public. Currently, the Department is waiting on the CDC guidelines to be released so appropriate program modifications can be put in to place and implemented.

**PRESENTATIONS/APPOINTMENTS**

*(Presentations, Awards, Proclamations, Appointments)*

## 2) Community Garden Update – Kris Lofthus, RPM Director

RPMA Director Kris Lofthus reports that the Community Garden that was originally going to be at the corner lot of Lotz Way and Civic Center Blvd is now being sold by the City. However, there is new development that can be utilized by the Community Garden at Blossom Ave. This lot is City owned, and undevelopable for housing. It is approximately 75 feet wide and 500 feet long, and would create a permanent space for a Community Garden.

The process to make sure that the Community Garden is done correctly is: hire an architect, secure funds, create operation processes, build a gateway and fencing, and complete development of the site.

Commissioner Washington remarks that it sounds like a win/win for the City.

Chairman Osborne asked if the Community Garden plans would go through Planning Department. Nick Lozano, Associate Engineer, remarks that he recommends that it go through the Planning Department. Lofthus recommends that the correct line of planning go through Planning Commission, then the Rec Commission, then to City Council for final approval.

Co-Chairwoman Meek asks if City Maintenance crew or Community volunteers will maintain the garden. Lofthus responds that the vision would be for a shared responsibility, but that it will be determined in the process.

Commissioner Chavez asked if this would be a pocket park. Lofthus responded that it would not.

Commissioner Washington asked about parking for the Community Garden. Lofthus responded that there was a strip with no development along the street that would accommodate parking.

## 3) McCoy Creek Bikeway Extension – Nick Lozano, Associate Engineer

Nick Lozano, Associate Engineer with the City of Suisun City, gave an overview of the planned bikeway extension, complete with community outreach. The planned bikeway extension is geared towards recreational use and exercise, and there is planned communication with Police for additional safety measures.

Commissioner Risko asked if there was any opportunity for public art. Lozano replied that there was not, but that there will be a commissioned bike rack implemented along the trail.

Commissioner Meek expressed excitement for the new trail.

Commissioner Washington agreed with Commissioner Meek and remarked that "...it's nice to see Suisun being modernized..."

Commissioner Anderson asked if this was a path for school use. Lozano replied that this is considered a safe pathway to school for Dan O Root and Suisun Elementary.

Commissioner Meek asked if the construction would be done in stages or phase. Lozano replied that the phases are up to the contracted agency, and will potentially take up to two (2) years to complete.

### **CONSENT CALENDAR**

*Consent calendar items requiring little or no discussion may be acted upon with one motion.*

- 4) Approval of the Minutes of the Regular Meeting of the Recreation, Parks, Marina, and Arts Commission held on April 21, 2021
- 5) Approval of the Minutes of the Special Meeting of the Recreation, Parks, Marina, and Arts Commission held on May 5, 2021

Commissioner Washington made a motion to accept the minutes from April 21, 2021 and May 5, 2021, as read. Commissioner Wilson seconded.

Ayes: Osborne, Meek, Anderson, Chavez, Risko, Washington, Wilson

Noes: None

### **PUBLIC COMMENTS**

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No public comment, as of the time read at this meeting.

### **GENERAL BUSINESS**

- 6) Winter Gala Event– Kris Lofthus, RPM Director

Recreation, Parks and Marina Director Kris Lofthus presented the idea for the Winter Gala Event. Lofthus explained that the Commission has partnered with the Friends of Suisun Recreation to help coordinate this event. The Winter Gala is also in conjunction with the Christmas at the Waterfront, and will be occurring the Friday night before the event. This will be an upscale event, promoting dinner and a bar, with live, silent and tree auctions, and will have art incorporated into the event. Lofthus asks for three Commissioners to form a sub-committee to help plan this event. Chairman Osborne, Co-Chairwoman Meek, and Commissioner Wilson are interested.

Lofthus asks for a roll call vote to create the sub-committee and to move forward with the event, providing that is the direction that they want to go.

Chairman Osborne made a motion to create the sub-committee and to move forward with the event. Commissioner Wilson seconded.

Ayes: Osborne, Meek, Anderson, Chavez, Risko, Washington, Wilson

Noes: None

Commissioner Wilson is interested in involving Travis Air Force Base.

**REPORTS: (Informational items only.)**

- 7) a. Budget Ad Hoc  
RPMA Director Lofthus – Ad Hoc meets next week.
- b. Parks and Facilities Master Plan Ad Hoc  
Co-Chairwoman Meek - Met before the meeting. There will be a Community Workshop on June 16, 2021, and follow up meeting on August 10, 2021 to ask the general public their opinions on the core values, mission statement and vision for the Department.
- c. Art Ad Hoc  
Commissioner Washington - Meets next week.
- d. Community Garden Ad Hoc  
Commissioner Wilson - Policies and plans were made and brought to the last meeting. Currently waiting to see if those were approved or not.
- e. Community Clean-Up Ad Hoc  
Commissioner Chavez – The Ad Hoc will be participating in the yearly Coastal Clean-up. This will take place on the third Saturday in September.
- g. Park Inspection Reports  
Commissioner Chavez – Boat ramp looks decent, just wanted to report that the parking machine was not taking cash.
- h. Directors Executive Summary  
None.
- i. Commissioners Report  
None.
- j. Chair Report  
Chairman Osborne – Excited that things are happening and that we're reopening to the public and can finally get things moving again.

**ADJOURNMENT**

Chairman Osborne made a motion close the meeting. Co-Chairwoman Meek seconded. All were in favor.

There being no further business, the meeting was adjourned at 6:59 p.m.

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Kathleen Shrader, Administration Assistant