

**AGENDA**  
**REGULAR MEETING OF THE**  
**SUISUN CITY PARKS AND RECREATION COMMISSION**  
**701 CIVIC CENTER BOULEVARD**  
**SUISUN CITY, CALIFORNIA**  
**7:00 P.M., WEDNESDAY, SEPTEMBER 20, 2017**

**A. ROLL CALL**

**B. PUBLIC COMMENT**

**C. PRESENTATIONS, ANNOUNCEMENTS, AND APPOINTMENTS:**  
Introduction of Recreation Supervisors Jeff Downy and Marvin Mora

**D. CONSENT CALENDAR**

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

1. a. Minutes of the July 19, 2017 Parks and Recreation Commission meeting.

**E. GENERAL BUSINESS**

**F. REPORTS**

1. Staff

- a. City Council Agenda: Youth Action Committee
- b. Park Reports
- c. Recreation/Community Center
- d. Marina Report
- e. Senior Center Report
- f. City Parks Inspection Reports
- g. Other: Community Garden

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 JULY 19, 2017**

The meeting came to order at 7:00 p.m.

**A. ROLL CALL**

Present: Chairman John Pierce, Vice-chair Jan Davenport, Commissioner Cindi Witten  
Absent: Commissioner Tom Conley, Commissioner Anthony Adams  
Staff: Kris Lofthus, Sheryl Miller, Vernice Haddix  
Audience: None

**B. PUBLIC COMMENT: None**

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

1. Chairman Pierce thanked former Chairman Angel Borja for all his hard work with the Commission and presented him with a Certificate of Appreciation.

**D. CONSENT CALENDAR**

Approval of Minutes:  
The minutes of the June 21, 2017 meeting were approved with a 3 – 0 vote.  
Motion to approve made by Commissioner Witten and seconded by Vice-chair Davenport.

**E. GENERAL BUSINESS**

Discussion and Direction: Future projects to increase the capacity of Suisun City Parks. Chairman Pierce would still like to see benches on Highway. Director Lofthus presented the project for a multi-purpose tennis/basketball /pickle ball court. Other projects discussed was a skate park with some concerns on location and fencing for the project. Commissioner Davenport is interested in portable skate parks. Commissioner Witten voiced her concerns with Liability and proper care for equipment and maintenance.

Vice-chair Pierce gave a report on Goepp Park and the Commissioners discussed their concerns with the dead grass poor maintenance of the park. It will cost approximately \$25,000.00 to remove the play structure. Commissioner Witten stated that numerous residents are not the home owner and that another vote regarding the park should take place.

Director Lofthus spoke about Lambrecht Sports Complex \$30,000.00 Expenditure Budget to pay for repairs for drinking fountain(s) and the snack bar. Funds would come from the Reserve Fund and North Bay Elite Football Revenue. Youth and Adult Activities increased by \$18,000.00 and After School Programs have expanded with the addition of Crescent School. The Senior Center will be getting a passenger van will go to Council for final approval.

Commissioner Witten asked about the No Smoking Signs for the Parks. Director Lofthus replied that Solano County has funded \$2,500.00 for the signs.

## **F. REPORTS**

### **1. Staff**

- a. City Council: Director Lofthus stated that the City is again responsible for the Lambrecht Sports Complex as of June 1, 2017 and Jeff Downey has worked hard cleaning up the complex. Jeff is also responsible for the Nelson Community Center facilities and staff scheduling, youth and adult sports, enrichment classes, and special events. Marvin Mora is responsible for the after school programs including the ASES grant at Suisun Elementary, summer camp, oversees the Preschool and the Senior Center, implementing activities for the Prop 56 Tobacco Prevention and Education Program Grant (TPEP) /Teen Leadership Program and will help with special events. Jeff and Marvin will be invited to the next meeting.
  - b. Parks Reports: Park Development Fund Report was discussed.
  - c. Director Lofthus discussed the Recreation Report that was included in the Commissioner's packets.
  - d. Marina Report: Director Lofthus discussed the Marina report and that the occupancy rate is up to 90%. Gas sales are tracking where expected.
  - e. Senior Center Report: Director Lofthus discussed the 12 Passenger van.
  - f. City Parks Inspection Reports: Commissioners turned in their inspection reports. Commissioner
  - g. Other:
2. Commissioners:
  3. Chairman: Chairman Pierce asked what is happening with the Community Garden and that the middle of Goepf Park is brown still and asked if the sprinklers are broken in that area.

## **G. ADJOURNMENT**

There being no further business the meeting was adjourned. Motion to adjourn was made by Commissioner Davenport and seconded by Commissioner Witten. The motion was approved on a 3-0 vote.

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Chairman

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Recreation Program & Admin. Coord.