

AGENDA
REGULAR MEETING OF THE
SUISUN CITY PARKS AND RECREATION COMMISSION
701 CIVIC CENTER BOULEVARD
SUISUN CITY, CALIFORNIA
7:00 P.M., WEDNESDAY, MARCH 21, 2018

A. ROLL CALL

B. PUBLIC COMMENT

C. PRESENTATIONS, ANNOUNCEMENTS, AND APPOINTMENTS

1. Recreation & Community Services Preschool Presentation:
Linda Robinson

D. CONSENT CALENDAR

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

1. a. Minutes of the February 7, 2018 Parks and Recreation Commission meeting.

E. GENERAL BUSINESS

F. REPORTS

1. Staff
 - a. Director's Report
 - b. City Council Agenda
 - c. Park Reports; Park Development Fund
 - d. Recreation/Community Center
 - e. Marina Report
 - f. Senior Center Report
 - g. City Parks Inspection Reports
 1. Community Park Clean-up Discussion
 - h. Other: Discussion regarding bike and pedestrian route map
2. Commission Members
3. Chairman
 - a. In Memory of Parks & Recreation Commissioner Tom Conley

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 FEBRUARY 7, 2018**

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

A. ROLL CALL

Present: Chairman John Pierce, Commissioner Anthony Adams, Commission Robert Guerrero, Commissioner Clara Sims
Absent: Commissioner Tom Conley
Staff: Kris Lofthus, Cathy Rader
Audience: None

- B. PUBLIC COMMENT:** Suzanne Bragdon, Suisun City Manager, announced that Vibe Solano is sponsoring “Love Your Community, Love Your City” on February 15 at 5:30pm. Vibe Solano encourages healthy communities, smoke free environments, sponsors store front remodels, and educates residents on obesity and diabetes. Vibe Solano would like community input regarding physical activities, for example building Labyrinth for stress and oral health.

C. PRESENTATIONS, ANNOUNCEMENTS, AND APPOINTMENTS

1. Director Lofthus reviewed the Parks and Recreation Commissioner Rules and Responsibilities Guidelines in the Municipal Code. Among the responsibilities include parks inspection reports and forward any recommendations to City Council with majority vote. The council has authority to delegate tasks to the Parks and Recreation Commissioners.
2. Montebello Vista Park Update: Director Lofthus reported that the MAD is \$60,000 under and the park is in disrepair with homeless and teens taking over. City Council has approved to charge rental fees for soccer and football teams that charge participants a fee to join. 80% of the rental fees will go directly to park maintenance for the sports rentals.
3. Jeff Downey, Recreation Supervisor, gave a brief description of his background I recreation and his responsibilities with the Recreation and Community Service Department. Mr. Downey shared a power point presentation regarding Recreation & Community Services activities and updated the status of the Lambrecht Sports Complex. Mr. Downey has expanded marketing to Facebook and google paid ads to advertise Winter Basketball, Coed Dodgeball, and Coed Basketball. Coming soon Youth Soccer, Morse Basketball Camp and Adult Softball. Director Lofthus added that the department will be upgrading to a new cloud-based software system to expand registration and reporting capabilities.
4. Community Park Clean-up Discussion: Chairman Pierce stated that more community participation is needed. Director Lofthus stated that Councilmember Lori Wilson had an excellent turn out at her last community clean-up and could join forces with her. Councilmember Wilson utilized Facebook and Next Door to promote the community clean-up. Commissioner Guerrero suggested that this discussion continue to the next meeting with specific groups to reach out to including schools

with students in need of volunteer hours to graduate. Chairman Pierce would like a specific date secured at the next meeting.

D. CONSENT CALENDAR

Approval of Minutes:

The minutes of the January 17, 2018 meeting were approved with a 4 – 0 vote. Motion to approve made by Commissioner Adams and seconded by Commissioner Guerrero.

E. GENERAL BUSINESS

1. Election of Parks & Recreation Commission Vice-chair: Commissioner Adams nominated himself for Vice-chair; seconded by Commissioner Guerrero and approved with a 4 – 0 vote.

F. REPORTS

1. Staff

- a. City Council: Director Lofthus reported that the City Council approved a 150-year Celebration to be held on October 13, 2018 and will include a parade, carnival, street fair, historical education, and a band on Main Street.
 - b. Parks Reports: Park Development Fund Report remained the same as last month with no update with recent expenses.
 - c. Cathy Rader discussed the Recreation Report that was included in the Commissioner's packets.
 - d. Marina Report: Director Lofthus discussed the Marina report included in the Commissioner's packets.
 - e. Senior Center Report: Director Lofthus discussed the Senior Center Newsletter included in the Commissioner's packets.
 - f. City Parks Inspection Reports:
 - g. Other: Director Lofthus reported that the Rotary Tree Planting brought up at the last meeting was inaccurate and will have the Urban Forest Update at the March meeting. Commission Guerrero would like the bike route map and pedestrian map on the March agenda.
2. Commissioners: Vice-chair Adams would like to include the Boat Launch for consideration for the community clean-up.
 3. Chairman: Chairman Pierce requested that the next meeting to be scheduled the third Wednesday to March 21, 2018.

G. ADJOURNMENT

There being no further business the meeting was adjourned. Motion to adjourn was made by Vice-chair Adams and seconded by Commissioner Guerrero. The motion was approved on a 4 – 0 vote.

Chairman

Recreation Administrative Assistant