

**AGENDA  
REGULAR MEETING OF THE  
SUISUN CITY RECREATION, PARKS, MARINA  
& ARTS COMMISSION  
701 CIVIC CENTER BOULEVARD  
SUISUN CITY, CALIFORNIA  
7:00 P.M., WEDNESDAY, February 5, 2020**

- A. ROLL CALL**
- B. PUBLIC COMMENT**
- C. ANNOUNCEMENTS AND APPOINTMENTS**
- D. CORRESPONDENCE**
- E. PRESENTATIONS**
  - 1. RPM Cost Recovery Model (Lofthus)
- F. CONSENT CALENDAR**
  - 1. Minutes of the January 15, 2020 RPMA Commission Meeting
- G. GENERAL BUSINESS**
  - 1. Discussion & Recommendation– Waterfront Music Series (Friday Night Concerts) (Commissioner Burket)
- H. REPORTS**
  - 1. Park Inspection Reports
  - 2. Directors Executive Summary
  - 3. Commissioners Report
  - 4. Chair Report
- I. 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. Joseph Nelson Community Center, 611 Village Drive
- d. Suisun City Senior Center, 318 Merganser Drive
- e. Harbormasters Office, 800 Kellogg Street

**MINUTES  
REGULAR MEETING OF THE  
SUISUN CITY RECREATION, PARKS, MARINA  
& ARTS COMMISSION  
701 CIVIC CENTER BOULEVARD  
SUISUN CITY, CALIFORNIA  
7:00 P.M., WEDNESDAY, January 15, 2020**

**A. ROLL CALL**

Meeting was called at 7:07 pm.

Chairperson	Tristan Dubois
Vice-Chair	Edderick Osborne
Commissioner	George Burket
Commissioner	Purrie Conley
Commissioner	Keith Hazell
Commissioner	Loraine Meek
Commissioner	Shawn Lee Risko

Absent: None

**B. PUBLIC COMMENT**

None.

**C. ANNOUNCEMENTS AND APPOINTMENTS**

1. Park and Facilities Master Plan Committee by RPMA Director Kris Lofthus

Reviewed that the first and second bid for the Master Plan came in too high, RPMA Director Lofthus explained that we would go with the third plan, which consists of the Department doing the plan on its' own, and saving us the money to plan with outside help. RPMA Director Lofthus asked that the Commission take an active roll in the planning, and asked that 2 or 3 Commissioners step up and help out. RPMA Director Lofthus explained the potential time line as follows: *February* consists of assessments regarding all parks and open spaces associated with the department (i.e., boat ramps, playgrounds, facilities); *April* would consist of online surveys to hit all needed demographics, and would stay up for 30 days; *May* consists of the Department assessing the survey results and the first community meeting; *July* consists of community outreach at the 4<sup>th</sup> of July event, as well as a presentation of the survey and the first community meeting to RPMA Commissioners; *August* consists of the first draft of the Master Plan; *September* consists of the community review of the plan, and updating the draft; *October* consists of the plan being presented to the RPMA Commissioners; *November* consists of the plan being finalized and presented to City Council.

Commissioner Meek asked for the estimated time commitment needed, to which RPMA Director Lofthus responded that there is no exact time line, but there will be ebb and flow of requirements.

Commissioner Burket asked if there would need to be money/monetary donations coming in, to which RPMA Director Lofthus responded that we would need to plan first, then grants and the non-profit, and stated that the non-profit associated with the Department is expecting another \$25,000 to come in, on top of the estimated \$35,000 already in the account, in conjunction with the Department applying for several grants

and waiting on the results for Prop 68.

Commissioner Conley asked for an example survey or questions, to which RPMA Director Lofthus responded that there is no exact questions yet, that the Department was still currently looking into other Master Plans throughout surrounding cities. Commissioner Conley volunteered to help build the surveys.

#### **D. CORRESPONDENCE**

None.

#### **E. PRESENTATIONS**

##### **1. RPM Annual Report by RPMA Director Kris Lofthus**

RPMA Director Lofthus presented a PowerPoint of Recreation Departments' Annual Report. Significant points are as follows:

- Rec Department is currently working on the Montebello-Vista park plan, while waiting on results from the Prop 68 grant (results in late January to mid-February). Could be a potential \$6.8 million;
- Marina dredge (which consisted of two stages one in 2018 for Pierce Island Levee's and the second in 2019 for the actual Marina) came in under budget at \$4.356 million;
- RecDesk Software consisted of a savings of \$1,500 annually from ActiveNet, the departments previous software, and also lets the department run reports for both demographic and financial reasons;
- Community Partnerships were created to help promote the City and the Community.

Commissioner Burket asked about the Friday Night Concerts and has suggestions that he wanted to pass along. RPMA Lofthus responded that it costs the City roughly \$22,000, and not sure that we can continue the program due to budgetary reasons.

##### **2. Senior Center Programming by Senior Center Coordinator Monica Bugaoan-Abakan**

Senior Center Coordinator Bugaoan-Abakan touched on all the basic aspects of the Senior Center, as follows:

- The Senior Center houses 4 major rooms, and is used as a cooling or warming place, and does not charge any membership fees.
- Programs offered are fitness/movement classes, groups/activities, monthly classes, free services from local professionals, and special events.
- The Senior Center has also made community partners such as Innovative Health Services, University of California – Agriculture and Natural Resources, Touro University, and Liberty Church;
- Coming soon to the Senior Center is a computer lab, monthly social hours, and intergenerational programs.

##### **3. Tree Replacement Policy by Chairperson Tristan Dubois**

Chairperson Dubois presented a PowerPoint regarding the proposed tree replacement policy, which he stated was a malleable policy. Significant points are as follows:

- The benefits of the trees to us as a City in economic and environmental values (i.e., air and water quality, carbon dioxide sequestration, etc.)
- Pricing of trees: creating a value based on growth of said trees.

- Replacing trees at a suggested ratio of 2:1 with 25 gallon nursery trees, with sizes and ratio to be determined by RPMA Commission. Replacement minimum should be no less than 1.3:1.
- In lieu fees: Fees can be done in lieu of planting trees with a suggested \$500 per tree fee, as well as other fees as well (Heritage Tree fee, Young tree care fee, etc.)
- The primary goal of this tree policy is to canopy Suisun City, while being practical and friendly to businesses.

Commissioner Meek asked if this would be on the developers to remove, and was told that it would be on them, and that they could still get extra value out of the trees by not removing them.

RPMA Lofthus commented that the hotel that's going up at the Marina would have had to pay fees to remove the four older trees on the lot had this policy been in place at the time.

Commissioner Osborne questioned if it would be just business or private, to which it was answered that it would be business only.

Commissioner Osborne also recommended that we do an actual survey of the City to see if we actually need the policy, as well as seeing the acceptance rate in surrounding cities that have the policy in place.

Commissioner Meek suggested a fair trade policy, i.e. cut three trees, plant three trees.

#### **F. CONSENT CALENDAR**

1. Minutes of the November 6, 2019 RPMA Commission Meeting
2. Minutes of the December 18, 2019 RPMA Commission Meeting

Motion: Commissioner Conley

Seconded: Commissioner Risko

#### **G. GENERAL BUSINESS**

1. Park Inspection Assignments by RPMA Director Lofthus

RPMA Director Lofthus assigned the Commissioners to the following:

- Chairperson Dubois to Lawler Park and Lawler Falls;
- Vice Chair Osborne to Montebello Vista Park and Boat Launch Facility;
- Commissioner Meek to Harbor Plaza and the Promenade;
- Commissioner Conley to Peterson Ranch, Patriot Park and Independence Park;
- Commissioner Burket to City Hall Park, Mike Day Park and Sheldon Plaza;
- Commissioner Hazell to Hall Park and Goepf Park;
- Commissioner Risko to Heritage Park and McCoy Creek Park.

#### **H. REPORTS**

1. Directors Executive Summary  
None.
2. Commissioners Report  
None.
3. Chair Report  
None.

#### **I. ADJOURNMENT**

Meeting was motioned to be approved by Chairperson Dubois, seconded by Commissioner Conley. Meeting closed at 8:22 pm.