

**AGENDA**  
**REGULAR MEETING OF THE**  
**SUISUN CITY PARKS AND RECREATION COMMISSION**  
**701 CIVIC CENTER BOULEVARD**  
**SUISUN CITY, CALIFORNIA**  
**7:00 P.M., WEDNESDAY, NOVEMBER 15, 2017**

**A. ROLL CALL**

**B. PUBLIC COMMENT**

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

1. Parks and Recreation Commission: two (2) vacancies

**D. CONSENT CALENDAR**

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

1. a. Minutes of the September 20, 2017 Parks and Recreation Commission meeting.

**E. GENERAL BUSINESS**

1. Heritage Park Play Space for All and Preschool Renovation Project
2. McCoy Creek Trail Phase 2 Project

**F. REPORTS**

1. Staff
  - a. City Council Agenda
  - b. Park Reports
  - 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 SEPTEMBER 20, 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, Commissioner Tom Conley, Commissioner Anthony Adams

Absent:

Staff: Kris Lofthus, Cathy Rader, Vernice Haddix

Audience: None

**B. PUBLIC COMMENT: None**

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

Director Lofthus introduced the Recreation & Community Services Department Supervisors Jeff Downey and Marvin Mora. Director Lofthus gave a summary of their education and Recreation background and also the departments / activities they are responsible for. Commissioner Adams inquired about the after school programs and the ASES grant funding and Director Lofthus gave a report about the ASES curriculum, additional enrichment programs, and higher staff education requirements. Commissioner Adams requested more information about adult sports and Jeff Downey gave an update of upcoming programs and Director Lofthus gave an update on the Lambrecht Sports Complex. Commissioner Adams would like future updates regarding the after school programs and adult sports.

**D. CONSENT CALENDAR**

Approval of Minutes:

The minutes of the July 19, 2017 meeting were approved with a 5 – 0 vote.

Motion to approve made by Vice-chair Davenport and seconded by Commissioner Conley.

**E. GENERAL BUSINESS**

**F. REPORTS**

1. Staff

- a. City Council: Director Lofthus reported that a community member at the last council meeting was interested in forming a Youth Council / Advisory to help with community activities, provide feedback and help to improve Suisun City. Marvin Mora and Director Lofthus met with Mayor Sanchez and the community member the following week and discussed the Prop 56 Grant and forming a Youth Leadership team and their main focus will be tobacco prevention education. Also they will be the voice of teens for the community. A recruitment party is planned in a few weeks.

- b. Parks Reports: Director Lofthus showed a power point presentation regarding the future Heritage Accessibility Park for children with disabilities and also an adult challenge course that will overlook the children's playground. Director Lofthus acquired a matching grant to help pay for the accessibility park that will cost approximately \$450,000 and the city would pay for \$200,000. Chairman Pierce inquired about a new basketball court and Director Lofthus stated that it is not included in the matching grant but it is still in plan. Chairman Pierce reported the condition of Goepf Park with over growth of plants and weeds, homeless living in Montebello Vista Park and concerns with dead grass spots in all parks and community dumping trash in parks and empty lots. Chairman Pierce sent park photos to Vernice. Vernice stated that he has been in his position for a few months, has hired on 2 new supervisors, and will be working on the issues stated. Chairman Pierce asked what the hired landscapers are contracted to do and what Public Works is responsible for. Vernice had a meeting with New Image and shared the photos that Chairman Pierce sent and what the city's expectations are. Commissioner Conley reported overgrowth on Sunset and other streets.
  - c. Cathy Rader 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 84%. Dominic Moreno has increased the occupancy rate since starting about 7 months ago and cleaned up the slips by disposing derelict boats and making sure that incoming boats are in working conditions. Marina staff will be repairing the dock boxes and painting the docks with slip resisting paint.
  - e. Senior Center Report: Director Lofthus discussed the Senior Breeze Newsletter, Monthly dinner dance is September 28 and a Casino trip is scheduled on September 21.
  - f. City Parks Inspection Reports: Commissioners turned in their inspection reports.
  - g. Other: Director Lofthus has scheduled a planning meeting with Recreation staff to increase programs and events for our community and will update with the commission in the future.  
Community Garden Update: Director Lofthus reported that 16 houses will be built at the current Community Garden location and apologized for all the hard work that the commissioners and community members had completed during the Community Clean-up Day. Director Lofthus asked the commission if a community garden is still wanted by the community and asked for suggestions on locations.
2. Commissioners: Commissioner Witten inquired about the no smoking signage for the parks. Director Lofthus reported that the signs are posted in the plaza and Public Works is working with signage on the promenade. Signs for other city parks have been ordered and should be here in a week and half.

Commissioner Adams inquired about the trees that PGE removed and asked what the plan is for the replacement of the trees. Vernice will have a plan ready in a few weeks and Commissioner Adams requested that the Parks and Recreation Commissioners are informed of the plan. Commissioner Adams stated that Suisun City has recreational trails but not enough trees. Director Lofthus added that the Rotary Club has donated 70 trees and the City Manager was asking staff where to plant the trees. Director Lofthus said this would be a great opportunity to place trees on the bike/walking trails and Commissioner Adams would like to know how to move the suggestion forward. Commissioner Adams also discussed the Grizzly Island Road project that will raise and expand the road to the first bridge and add a walking trail.

3. Chairman: No additional comments

### **G. ADJOURNMENT**

There being no further business the meeting was adjourned at 8:13 p.m. Motion to adjourn was made by Commissioner Conley and seconded by Commissioner Davenport. The motion was approved on a 5-0 vote.

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Chairman

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Recreation Program & Admin. Coord.