

**SOLANO COUNTY PARK AND RECREATION COMMISSION  
MINUTES OF THE MEETING OF  
November 14, 2019**

**County Administration Center – First Floor Hearing Room  
675 Texas Street, Fairfield, CA  
10:00 A.M.**

**Members Present:** Commissioners Leong and Whited, Chairman Alvarez

**Members Excused:** Commissioners Hermsmerlyer and Riddle

**Staff Present:** Chris Drake, Parks Services Manager, Resource Management, Teresa Schow, Resource Management

**1. Call to Order and Roll Call**

Chairman Alvarez called the meeting to order at 10:15 A.M. A quorum was confirmed.

**2. Approval of Minutes**

The minutes of the July 11, 2019 meeting were approved (motion by Commissioner Whited, second by Commissioner Leong).

**3. Approval of Agenda**

The agenda was approved (motion by Commissioner Leong, second by Commissioner Whited)

**4. Chair and Commissioner Comments**

- Commissioner Whited inquired about the commission supporting the Solano Land Trust with the development of the Rockville Trails Estates area. Chris Drake reported that he was at the ground breaking for the trail system and increasing public access is a top priority for the county. Commissioner Alvarez commented that Chris Drake is a great representative for Solano County Parks and Recreation. He communicates with leaders of organizations and external stakeholders.

- Commissioner Leong mentioned the potential RFP to run operations for the park on Mare Island. He suggested that the county consider the opportunity. Chris Drake noted that partnering for operations with the park is within the county's operational model.
- Commissioner Alvarez requested that the commission discuss and create a policy regarding signing letters.

**5. Public Comments**

There were no public comments.

**6. Select Commission members for the 2019-20 Fish and Wildlife Propagation Fund Evaluation Committee, recommend subject matter expert to assist.**

Chris Drake will submit presentations from applicants. The ad hoc evaluation committee can meet before this and present their recommendations to the Board of Supervisors at a March meeting. Commissioner Leong and Whited volunteered for the committee. Commissioner Alvarez will fill in if one of the commissioners has a conflict of interest.

Commissioner Alvarez motioned that staff select the third person to serve on the Fish and Wildlife Propagation Fund Evaluation Committee. Commissioner Leong seconded. The motion passed unanimously.

**7. Staff Report**

**A. Regional Parks Update:**

Staff will present the initial administrative and financial plan to the board of supervisors on November 19, 2019. Chris Drake will send a copy of the plan to the commissioners after the board of supervisors reviews it. Commissioner Alvarez requested that Chris Drake notify Commissioner Riddle. Chairman Alvarez will attend as a member of the sub-committee. Commissioner Alvarez provided input regarding the initial administrative and financial plan at the October 11, 2019 sub-committee meeting. He noted that it was a positive meeting.

**B. Attendance and Revenue Summary**

Chris Drake reviewed the attendance and revenue summary, noting that October revenue was not complete, so it looks like there is a \$21,000 shortage compared to last year. He anticipates more income due to upcoming events and fiscal reports being completed. He noted that they were 11% over the prior year. He also predicted that there will be a fiscal impact due to the two PG&E safety power shutoffs. He pointed out that this report only included revenue generated from the parks and not income from taxes. He noted that attendance and revenue are tracking to projections.

**C. Project Updates**

Belden's Landing: Staff is performing routine maintenance including adjustments to parking lot lighting. They will begin repairing damage from the recent fire, once permits are secured. He noted that they are utilizing the

National Fish and Wildlife Foundation Grant money for restoration work. They purchased a bait table and two compost bins. People clean their fish and then put the food waste into the bins instead of the garbage or the slough. Staff adds compost from Lynch Canyon and wood chips. This produces a wonderful compost, which will be used in restoration projects.

Lake Solano: Staff is performing annual tree work. Multiple school field trips are scheduled, that impact the recreation staff's work schedule. Chris Drake reported that PG&E is working to maintain powerlines and safety. They have identified 32 trees for to be trimmed of which 22 are slated for removal at Lake Solano.

Lynch Canyon They are creating the new work plan and identifying Land Trust goals, so that they can increase access and make the visitor experience better. Chris Drake highlighted the REI work day. He also noted that the American Canyon fire almost entered the park. There wasn't a lot of fuel. It burned a significant amount of artichoke thistle.

Sandy Beach: They are performing regular routine maintenance due to the high user volume. Commissioner Whited commented that the driftwood fence is outstanding.

D. Park Closures

PG&E shut off power at Lake Solano for public safety. Only campers who were totally self-contained could camp during the shutoff, since the water supply requires power. Before the shutoffs, staff contacted campers with reservations. The campers were understanding about the situation. The shutoff only impacted one weekend. Lynch canyon was closed periodically due red flag warnings. Newel Open Space had fire damage and hasn't opened. This has presented challenges. Staff is working on acquiring a large enough generator to run the well at Lake Solano, so they can run minimal operations during power shutoffs. During the last power shutoff, they lost both rainbow trout in the fish tanks. They decided to turn one of the tanks into an invertebrate tank and the public really enjoys the living exhibits.

**8. Confirm Date of Next Regular Meeting on January 9, 2020 and Adjourn**

The meeting was adjourned at 11:15 A.M. (Motioned by Commissioner Whited and seconded Chairman Alvarez).