

**SOLANO COUNTY PARKS AND RECREATION COMMISSION
MINUTES OF THE MEETING OF
May 11, 2023**

**County Administration Center – MP Rooms 1600-1620,
1st Floor, 675 Texas Street, Fairfield
10:00 a.m.**

Members Present: **Chair Mike Alvarez
Vice-Chair Michael Whited
Commissioner Robin Leong
Commissioner Terry Riddle
Commissioner Donta Kendrick**

Staff Present: **Parks Manager Chris Drake
Clerk Melissa Catron**

1. Call to Order and Roll Call

Chair Alvarez called the meeting to order at 10:00am. A quorum was confirmed.

2. Approval of the Amended Minutes

The changes to the January 12, 2023 minutes were discussed and the amended minutes were approved.

3. Approval of the Minutes

The meeting minutes for March 9, 2023 were approved as prepared.

4. Approval of the Agenda

The agenda was approved unanimously.

5. Chair and Commissioner Comments

Chair Alvarez requested clarification from Parks Manager Chris Drake about Brown Act training. Chris confirmed that the Commission needed to take the Brown Act refresher training, he stated he would send an email to them with instructions.

The Commissioners inquired about the recent review of Solano County Commissions and whether the Parks and Recreation Commission would be disbanded. Chris responded that the Parks and Recreation Committee would not be disbanded.

Commissioner Kendrick arrived at 10:09am.

6. Public Comments

There were no public comments.

7. FWPF Process Discussion

Parks Manager Chris Drake reported that he is waiting for information from County Counsel before bringing more information before the Commission.

8. Staff Report

A. Attendance & Revenue Summary

Chris Drake reported that revenues are at 97% of the target for the 2022/23 fiscal year. Total attendance is at approximately 150,000 visitors. Staff have been heavily impacted by the traffic to the parks. Of the 11 Park Aide positions allocated, 5 positions are currently vacant. Recruitment for those positions has been challenging and is on-going. Parks Staff is working with Human Resources for ideas to make the recruitment more attractive to applicants.

B. Project and Activity Updates

Parks Staff have transitioned into Peak Season (4/1 – 9/30). The I-pad based mobile roster/reservation systems have been deployed and staff are working through some technical issues with them. The Sandy Beach boat launch dock has sustained damages, Parks Staff are looking into whether it would be more cost effective to repair or replace it. Commissioner Leong recommended looking into whether Cal-Boating would fund part of the repair/replacement project. Paving repairs took place at Belden's Landing and Sandy Beach Park due to the heavy rains received over the winter.

C. Fees Update

Fees have increased for some items throughout all 4 parks, while other fees have not changed. Fees are analyzed and presented to the Board of Supervisors annually, followed with adoption or rejection by the Board of Supervisors. The Board of Supervisors approved and adopted the updated fees for Solano Parks. The new fees will go into effect January 2024.

D. Chapter 19 Updates

Chapter 19 is the Parks Code and governs the operation of the Parks. Parks Manager Chris Drake brought his recommended changes before the Board of Supervisors for approval and adoption. The changes include language updates, classification and definition updates to clarify items that were vague, as well as officially updating Solano County Parks as being a part of Resource Management instead of General Services. Another update changes authority of designated parks staff to allow for the ability to issue citations to enforce the parks code, in lieu of only allowing them to enforce the code for unoccupied vehicles; the designated staff will receive extensive training prior to the change in responsibility.

E. Special Events

The Lynch Canyon Kite Festival took place on May 6th. World Environmental Day is happening on June 3rd, coordinated cleanup will be taking place at Lake Berryessa and Lake Solano, with other activities at Lake Solano. Coast and Creek Cleanup Day will be happening on September 23rd.

10. Confirm date of next regular meeting on July 13, 2023 and Adjourn

The next Commission meeting was confirmed for July 13, 2023. Since there was no further business, the meeting was adjourned at 11:22am.