

**SOLANO COUNTY PARK AND RECREATION COMMISSION  
MINUTES OF THE MEETING OF  
November 13, 2014**

**County Administration Center - First Floor Hearing Room  
675 Texas Street, Fairfield  
5:30 P.M.**

**Members Present:** Commissioners Riddle, Whited, Leong and Alvarez  
**Members Excused:** Chairman Hermsmeyer  
**Staff Present:** Dan Sykes and Diane Gilliland

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

Vice-Chair Riddle called the meeting to order at 5:30 p.m. A quorum was confirmed.

**2. Approval of the Minutes**

The minutes of September 11, 2014 were approved as prepared (motion by Commissioner Leong, second by Commissioner Whited).

**3. Approval of Agenda**

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

**4. Chair and Commissioner Comments**

Commissioner Leong offered the Commission's thanks to Dan Sykes for their new name badges.

**5. Public Comments**

There were no public comments.

**6. Approve Recommendation of Fish and Wildlife Propagation Fund (FWPF) Awards for FY2014/15, to be forwarded to the Board of Supervisors (Action Item)**

Mr. Sykes noted that the FWPF Evaluation Committee reviewed the five grant applications and recommended that five grants be awarded for a total of \$11,134.50. The applicants were the Putah Creek Council for the Putah Creek Stewardship Team/Lake Solano Docent Training (\$2,500 requested); Grizzly West Reclamation District (RD 2136) for an Island Fish Screen (\$2,050 requested); California Waterfowl Association for Suisun Marsh Education Programs (\$2,484.50 requested); International Bird Rescue for an autoclave for their Aquatic Bird Rehabilitation Program (\$2,500 requested); and Greater Vallejo Recreation District for their "Trout in the Classroom" Program (\$1,600 requested). Mr. Sykes asked the Commission to recommend to the Solano County Board of Supervisors that they approve awards for all five grant applications, in the same amounts that each applicant requested.

The Commission discussed whether they should establish a precedent that future grant applicants should meet a minimum score to be considered for a grant award. They also stated that they were pleased with the quality of the revised grant application form. The Commission asked that a discussion on scoring grant applications be put on the agenda for the next meeting. On a motion by Commissioner Whited and a second by Commissioner

Leong the Commission voted unanimously to recommend to the Solano County Board of Supervisors that they approve the five grant awards as presented.

**7. Approve 2015 Meeting Dates (on 2<sup>nd</sup> Thursday, every other month) (Action Item)**

Mr. Sykes noted that a change of the regular meeting time to 10:00 a.m. will go before the Board of Supervisors on November 25, 2014. On a motion by Commissioner Alvarez and a second by Commissioner Whited, the Commission voted to approve the meeting dates as listed in the agenda, on the second Thursday of every other month starting in January 2015.

**8. Commissioner Outreach Reports**

Commissioner Alvarez attended a meeting of the Solano State Parks Committee recently, when the status of the County's 2 state parks was discussed. He reported that they will remain open. There was discussion on the endeavors of private and public partnerships to upgrade and expand facilities.

Mr. Sykes noted that the Solano Land Trust (SLT) recently approved adding a fourth day of operation for Lynch Canyon. The area will now be open on Friday, Saturday, Sunday and Monday. Commissioner Leong mentioned that he had hiked the Newell Open Space Preserve in October and noted that their sign at the border with Lynch Canyon had been damaged. The Commission discussed notifying the City of American Canyon regarding a lack of informational signage, vandalism of existing signs and trespassing concerns. Mr. Sykes stated that the County's position is that, the primary parties to the relationship between Newell and Lynch Canyon are the SLT and the City of American Canyon. County Parks has a responsibility to provide public access facilities and patrol on the days Lynch Canyon is open. They have met with the American Canyon parks staff, their police department and Napa County Fire, and have discussed liability concerns. Signs have been manufactured and are being installed on the Lynch Canyon side of the boundary, which provide phone numbers to use in the event of an emergency, and also inform the public that they are leaving Lynch Canyon. A kiosk will be placed near the boundary area that will have a map showing the location of Lynch Canyon trails and the location of the boundary between the two areas.

**9. Status Reports by Staff**

**A. Attendance and revenue summary**

As of October 29, 2014 Parks has received 31% of its FY2014/2015 revenue goal. There was a dip in revenue in July when Lake Solano Park was closed for a few days over the Fourth of July weekend due to a wildfire.

**B. Red flag closure days**

The Cordelia Fire Protection District called two red flag days that closed Lynch Canyon over the Columbus Day weekend on October 12<sup>th</sup> and 13<sup>th</sup> due to high winds in the area.

**C. Commission Work Plan updates**

The County signed the "Lake Solano Outreach and Natural Resource Program" 3-way MOU and financial agreement with the Putah Creek Council (PCC) and Solano RCD. The PCC is managing the park's volunteer program and has just recruited 19 more docents. It has also partnered their volunteer docents with their existing stewardship program to generate more interest in leading tours at Lake Solano.

Item 2c of the work plan was finished due to the completion of the FY2014/15 Fish and Wildlife Propagation Fund grant process.

The ad hoc committee review of the Park Master Plan (item 5a) was rescheduled to the middle of December.

Item 5d is a new item. This item states the Commission's role in providing input on staff proposals for significant changes to park operations such as new regulations, facilities and park uses.

**D. Staff discussion and survey on alcohol, smoking in parks**

The Commission discussed a draft customer opinion survey on smoking and alcohol use at the county parks. Mr. Sykes stated that he wanted to get public input on Solano County Parks on a more regular basis. He also noted that a ban on smoking at County facilities is being discussed by a Board of Supervisors, ad hoc committee. The surveys will be available to the public through the spring. The Commissioners asked to review the use policy of the Nature Center at Lake Solano Park. As a way to increase park revenues at Sandy Beach Park, it was suggested that staff be present during weekdays in the busy months to collect fees.

**10. Confirm Date of Next Regular Meeting, and Adjourn (Action Item)**

The Commissioners agreed by consensus to hold the next Commission meeting on January 8, 2015 in its regular location, at 10:00am in the County Administrative Center, 1<sup>st</sup> Floor Hearing Room. Meeting was adjourned at 6:33 pm.