

**SOLANO COUNTY PARK AND RECREATION COMMISSION
MINUTES OF THE MEETING OF
April 12, 2018**

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

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

Members Excused: Hermsmeyer

Staff Present: Chris Drake, Parks Services Manager, Bill Emlen, Director of Resource Management, Diane Gilliland, Nancy Grimaldy-Carpenter Resource Management

1. Call to Order and Roll Call

Chairman Whited called the meeting to order at 10:00 a.m. A quorum was confirmed.

2. Approval of the Minutes

The minutes of March 8, 2018 were approved (motion by Chairman Whited, second by Commissioner Alvarez).

3. Approval of Agenda

The agenda was approved (motion by Commissioner Riddle, second by Commissioner Alvarez).

4. Chair and Commissioner Comments and Outreach Reports

There were no Commissioner comments

5. Public Comments

There were no public comments.

6. Parks and Recreation Commission Role in event of Parks and Open Space District creation

Commissioners spoke regarding proposed Senator Bill 365 after reading literature it seems clear that their role stays status quo the way they are as by-laws state. For at least the next ten years they are the gathering Advisory Board and the Board of Supervisors are the head of this according to the bill. Commissioners would like to remain active in formation for any public meetings involving the Regional Park District and be part of a very active sub-committee.

Director Bill spoke regarding the formation of a Regional District. They are in the process of putting together background information that will let them get into a more public process. The Board Committee they are working with is Supervisor Vasquez and Hannigan and they have a target date of 2020 to take to election. They are doing the ground work and are working with the firm SCI to form an administrative and finance plan. With intent is to bring a draft plan to Commission for comments that will be passed onto the Board. Ultimately there is going to be a larger Advisory Committee formed and the members of the Parks & Recreation Commission district formation sub-committee will be included. The concept of a district will be dependent upon its success on how broad of a cross-section they can communicate with. As more information is gathered it will be decided if they will bring forward the district formation question and a potential funding mechanism question at the same time. Could also bring funding back after the formation of a dependent district separately as part of future actions. Concern is if additional funding mechanism is not developed at formation there will not be much value added to what is currently

being done. Grants may possibly be available to a District that are not available to a County Parks Department. If District is formed, it is important that public sees benefits.

Commissioners are concerned about the ten-year idea. Feel that there should be some type of "watchdog" role to see that the ten-year plan stays in place. Chairman Whited suggested they may want to set up on the agenda; working with staff a regular reporting once committee is formed. They would regularly report in the following commission meeting on what is going on. If there is a red flag at that point would get commission recommendation.

Mr. Drake said the intent is to define the creation of the district as a dependent district. That means that the Board of Supervisors is the governing board; the government body. The language indicates if they will be transitioning into an Independent District, then that becomes an electoral process. People would then need to be elected into a separate governing board. That is a potential change, the year is not as important as is the action of a transition from a dependent to independent which would affect the Board of Supervisors and then might potentially affect Park & Recreation Commission. It could be deemed that operationally it makes sense to stay as a Dependent District and not to transition into an Independent District. Ten years is marked as time to assess whether it is time to transition into a fully Independent district, it is not an automatic action.

Commission member asked what the difference is between a Dependent and Independent District.

Director Bill Emlen explained Dependent District is where the Board of Supervisors serves as the Board of Directors for the dependent district. Independent Districts have independently elected board of directors. Mentioned that members of Parks & Recreation Commission would be potential candidates because of their background. Also, other groups like Solano Open Space and Solano Land Trust would have members which may have similar background. If decision was made to do that, it would be an Independent Board of Directors.

Commission members spoke about the Independent Board of Directors and asked if funding would not be the same, solely on the county. Director Bill Emlen commented that the Administrative Finance plan is researching how it would work at the time District was formed and looking ahead to what happens if this goes to an Independent District. Under the basic assumption for the formation of a dependent district that all the funding serves as currently are available to the department of Parks & Recreation would transfer over to the dependent district. There is basic funding, there is a property tax allocation that is received and fees and charges. The question is how much general fund support will be provided. Right now, its ranged from \$200- 300K a year roughly. Commission has a very valuable roll to provide recommendations and suggestion to the Board. Commission will be looking; does forming a district further the objectives of the County Parks system and make it a better system for the public down the road.

Commissioners commented there is an established sub-committee and they want to participate in the working group that develops the new district.

7. Staff Report

A. Fee Revision and RV Dump Station update

Mr. Drake spoke about dump fee station revision of adjusting the non-camper dump station waste fee from \$19 to \$15 and instituting a camper fee of \$15, which currently does not exist. The main instigator for all this was a drastic increase cost to operate the devastation averaging between \$725 to \$775 per pump out. If decided to go with a standard rate for use, then would be able to minimize the actual operational work. Have found that R.V. dump station is being used multiple times throughout campers stay. This is increasing the volume of the material. Once a week during peak season waste is being pumped out. There is a 2500-gallon tank with 1200-gallon overflow tank this is for the dump station, the R.V.'s come in and dump their waste when they leave. Removing waste material is a very long and isolated run and cost more as it is being transported to Yolo County. One of the things attempted was to connect with the City of Rio Vistas dump/sewer system with the R.V. dump station. They had valid concerns. They are operating a waste treatment facility and they are concerned as it is not a controlled access point anybody can have access to it and is left vulnerable to contamination and can cause problems with their waste treatment facility. It made sense not to make a connection. Being able to show the amount of volume that is coming in at a consistent rate to show what the impacts are to Park & Recreation would be helpful towards presenting to Rio Vista. Discussed putting in an automated waste system that was presented in Commission last meeting. Would like to install a code system where you can pay with card or cash at machine. With a new system would still have to monitor getting it cleaned out, but it does make a controlled and secure access and offsets some cost.

All sites in Sandy Beach are utility sites, regardless if you're a tent user or an R.V. user same fee is paid. Fees delegated are identified by actual camp site. There adjusted by the user type whether that be a standard rate or a senior disabled discounted rate. When looking at ways to offset those increase cost which are approximately \$20,000 for peak season, which is a six-month span between April 1–September 30. Looking at approximately \$20,000 increase in waste removal fees. At that point it would be impacting all campers utilizing that site, regardless if they utilize dump station service. It would be less fair to individual campers across the line. Makes more sense to only charge the fees to only those utilizing waste dump service. There is no record or known amount of how much illegal dumping is occurring. Unauthorized access or illegal dumping are those who are not paying for the use. At this point only able to keep record of number of people who are paying for actual service outside of the campers. The \$19 fee received over a year accumulates to approximately \$1000; there not camping but are using service. Outside of campers if we have a standard fee which is reduced from the non-camper dump fee of \$15, we have everyone paying same fee for that service. This streamlines some of the service that could potentially result in reduced dump station use. What that does is reduce the amount of the pump out, if less people are using it reduces operating cost. Could also see consistence use where having similar amount of waste removal occurring throughout the year with a revenue source that is helping to offset cost. It would be difficult to implement increase fees July 1 which is when standard fees are adopted for beginning of the fiscal year. If approved machine won't go in until the fall and won't begin until the beginning of calendar year January 1 to give public sufficient notice. Being diligent and posting signage, putting out pamphlets and discussing why increase fee is occurring is helpful. If fee changes are done in the off season it's a smoother roll out.

Commissioners recommend that fees be taken the Board in May. Advised that fee proposals be taken for both parks (Sandy Beach & Lake Solano).

Mr. Drake mentioned fee proposal is not site specific.

Commissioners asked about light and camera system on proposed kiosk.

Mr. Drake said it is solar powered and has a lit display. Can go with solar spot or solar flood light. Display will be a solar power led spot light.

Commissioners move and accept recommendation on dump station fees and machine installation; and if it works, to move forward with the same machine at Lake Solano.

8. Confirm Date of Next Regular Meeting and Adjourn

Commissioners agreed by consensus to cancel meeting on May 3, 2018 with the understanding if something arises; a special meeting will be scheduled. Next meeting will be held July 12, 2018 in its regular location, at 10:00 a.m. in the County Administrative Center, 1st Floor Hearing Room. Meeting was adjourned at 12:11pm.