

**SOLANO COUNTY PARK AND RECREATION COMMISSION
MINUTES OF THE MEETING OF
November 8, 2018**

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

Members Present: Commissioners Leong, Alvarez, Chairman Whited
Members Excused: Commissioner Hermsmeyer, Commissioner Riddle
Staff Present: Chris Drake, Parks Services Manager, Resource Management, Nancy Grimaldy-Carpenter Resource Management Administration

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 July 12, 2018 were approved (motion by Commissioner Alvarez, second by Commissioner Leong).

3. Approval of Agenda

The agenda was approved (motion by Commissioner Leong, 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. Staff Report (Updates: Information and Possible Discussions)

A. Regional Parks Update:

Draft version of Administration and Finance Plan received from SCI consultants has been reviewed. Requesting further clarification on several points to investigate further potential assessment figures. There are different ways to carry out the creation of the district. If option to create a district with no funding source is presented; how would that look. Seeking to define how a relationship would work between county and district entity and how the interface would look for all options. Looking at potential lower and higher funding to give a more precise amount of previously identified documents that were done in 2015 polling. Have asked consultants to come up with an option for funding for example a sales tax. If there is an option for a parcel tax: what range and how would parcels be defined. Goal is to have a unified understanding of everything and put out something that's less vague.

Commissioner Alvarez wondered if there is a work plan within the Administrative and Finance Plan defining what will be done during process.

Mr. Drake replied it is part of the recommendation to move forward out of that. Part of the Administration and Finance Plan is to determine how a district would look, what are some existing models, and are those models appropriate. Going with a dependent district is different than going with an independent district. Seeking a clearer definition of how administration connection would work with board members and district itself. Once it's determined what that will look like, will then seek potential funding mechanisms. Whether it be without funding or with steps to approach to see some different models.

Commissioner Alvarez replied what he is hearing is there are different models being looked at, how it

would be organized, and how it would be financed?

Mr. Drake replied that is correct.

Commissioner Alvarez recommended once models are established to hit the road with sales pitch. That is what I call a work plan, that has not been developed yet.

Mr. Drake answered that has not been developed yet. Dates have been identified and we are well within time. The most recent plan is looking at 2020 as the soonest anything would go out. Still within a workable timeframe, expect will make that date very easily. It's crucial: that the plan makes sense, is explainable, and shows potential benefits of a district.

Chairman Whited wondered if it is just the consulting firm putting this together or is County staff giving input?

Mr. Drake stated they are giving consultants park operating budget information, so they can come up with a clean version of financials and how the administration can work. It is important to make sure we give the most complete and concise document to move forward with, so it can be decided by the Board whether it's presented to move forward and if so in what form.

Chairman Whited asked if there has been any decision on Governing Board for Parks.

Mr. Drake mentioned they have asked how that interface will work and who ultimately are the entities involved. Part of the recommendation coming from the Parks Commission is to make sure there is no negative impact on County Park staff; that's a consideration they are weighing into. At this point have not reached more than a discussion as it needs to make sense to staff to move forward.

Commissioner Alvarez stated to develop a financial model you must define what it is. As an example, we can define what Solano County Parks financial needs are as of today. My understanding is it's always been things that county is not doing such as land acquisitions, individual park planning, grant administration (at an East Bay Regional Park level). If that's a model than the assumption is consultants will develop a financial plan which ranges on what you want to do. If one number is given than it's assumed that's what will be done, when it's unknown what will be done.

Mr. Drake replied there is not one right answer, what is the most appropriate for this County is what the public and everyone must decide. We have asked for options to look at different models. One of the ideas is: with no funding is that favorable? Coming up with models figuring out numbers, funding revenues that come in, and benefits. Once benefit is identified its figuring out how to make it happen. How do you structure administration staffing levels?

Commissioner Alvarez implied an independent model would include land acquisition, legal division, engineer division, risk management, etc. Dependent model moves from where we are today towards this and something in between. Assumes they will give a range. It will be most helpful for everyone to view models, ranges, and product. Then figure out a work plan and how it will be presented to public, giving full disclosure, public outreach, education of process, and needs for community.

Mr. Drake added it involves public outreach and education regarding process and needs. A call for more public access to open space and regional parks was identified back in 2015 polling, but people did not say they would pay for it. It is essential to make sure all documentation and work is done before presenting. Deciding what kind of return to source is involved and if there is a grant opportunity. Must poll to figure out where most people are inclined to vote for inflicting a tax upon themselves if funding measure is a part of a district formation.

B. Attendance and Revenue Summary

Mr. Drake referred to Attendance and Revenue from previous year. Fiscal year 2017-18 revenue was

\$660k which was generated from normal attendance, kayak rentals, and camp ground. It's an increase over from previous year that was \$600k. We are in a similar pattern to reaching those similar numbers. We are in a direct pattern of matching up with fiscal year 2017-18. Our revenue goals this year are projected at \$593k and we are one third of the way into that goal at just over a third into the year. Knowing that spring/summer is when larger revenues come in is very promising to match to fiscal year 2017-18. As a snapshot today Sandy Beach is full, there are reservations for both Sandy Beach and Lake Solano at or near full capacity in the campground until November. Attendance and user volume is high. Referred to "attendance trend over time" graph and noted attendance levels are higher than they have ever been since before FY 2013-14 (prior to FY 2013-14 there were 30 more camp sites at Lake Solano). Belden's Landing has fully recovered and is doing well with attendance.

C. Project Updates

Branscombe fire had a heavy impact on Belden's Landing. Substantial damage to 60 ft. fishing pier continues to be closed and is inaccessible. Have been in communication with Risk Management, an insurance claim has been requested. Currently waiting for insurance adjuster to assess and confirm levels of damage to begin re-building process. If there is any damage other than superficial to the uprights which hold platform up it will likely have impact on concrete. Concrete is fire resistant but will crack with rapid expansion. An Engineer will inspect and determine if uprights are fine. If uprights are fine, work can begin essentially on erector set on top, replace, and re-skin it with decking material. Work will be put out to bid, it will not be done by Parks staff. In the meantime, are taking SWEPP (storm water erosion protection plan) to prevent any storm water runoff. Protecting Montezuma slough by installing waddles, drains, cleaning up, and removing anything that can be a potential pollutant.

Chairman Whited wondered if there was a cause of the Branscombe fire?

Mr. Drake replied there was no information regarding the cause. Substantial portion of the pier was lost, but it did not affect boat launch, building, bathroom, or fee collection machine. Last week reopened the lot that is the closest to the fishing pier to accommodate extra parking.

Belden's Landing: In the middle of applying for a restoration grant with National Fish and Wildlife Foundation. Primarily in partnership with Suisun Resource Conservation District and working with Department of Fish and Wildlife for removal of non-natives and planting of natives in the vegetated area. Looking at designing out a potential board walk around perimeter.

Lake Solano: Doing accessibility improvements at the swimming access and camp ground area; cleaning up the handicap access to kayak launch area in swimming area. Working with Bureau of Reclamations at extending and renewing contract to qualify for grants to prevent having to ask for a letter of intent to extend every time. Some grants require to be in contract for a management agreement for more than 20 years. Our contract is expected to expire in 2025-26, it's too soon. It will be a big change in the wording of the agreement.

Lynch Canyon: Doing routine maintenance. Installation of non-potable water line utilizing onsite well to run water to clean operations streamline to clean restrooms and water plants. PG&E is currently on site they are replacing towers near Middle Valley. They have done trail work repairs mostly allowing easier access for their equipment, as a result there is a cleaner and more appropriate trail. It has had minimal impact on operations.

Sandy Beach: As part of a paving project Public Works Engineering put together within the County a slurry seal coat was placed on boat launch parking lot. Thermal blast striping, new stop signs, and new delineator lines have been placed.

D. Park Closures

Belden's Landing: Temporary closure of less than a week due to Branscombe fire.

Lynch Canyon: closed several days in August - November due to dry North winds, still under red flag conditions. It's due lift tomorrow, if so Lynch Canyon will open. Public safety is important.

Lake Solano: none

Sandy Beach: Capacity closure most weekends from July 4th through mid-September.

7. Select FY2018-19 Cycle FWPF Evaluations Committee members

Chairman Whited offered his services. Commissioner Leong mentioned there is a conflict of interest due to him being a member of different groups. Commissioner Alvarez recommended reaching out to Terry Luchini from City of Fairfield, if he declines he will offer his services.

Mr. Drake added another option can be reaching out to Commissioner Hermsmeyer since most review is off site. Mr. Drake stated he will reach out to Commissioner Hermsmeyer and Riddle and will include in conversation. Asked Commission if they had any recommendations.

Commissioners suggested reaching out to Steve Forman and Terry Luchini.

8. Confirm Meeting Schedule for 2019

Meeting schedule for 2019 approved (motion by Commissioner Alvarez, second by Commissioner Leong).

9. Confirm Date of Next Regular Meeting and Adjourn

The Commissioners agreed by consensus that a meeting will be held January 10, 2019 in its regular location, at 10:00 a.m. in the County Administrative Center, 1st Floor Hearing Room. Meeting was adjourned at 11:53 am.