

**SOLANO COUNTY PARKS AND RECREATION COMMISSION
MINUTES OF THE MEETING OF
May 13, 2021**

**County Administration Center – MP Rooms 1600 & 1610
675 Texas Street, 1st Floor, Fairfield
10:00 a.m.**

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| Members Present: | Chair Robin Leong, Vice Chair Michael Whited, Commissioner Mike Alvarez, Commissioner Terry L. Riddle, Commissioner Donta Kendrick |
| Members Excused: | None |
| Staff Present: | Parks Manager Chris Drake Clerk Melissa Catron |

1. Call to Order and Roll Call

Chair Leong called the meeting to order. A quorum was confirmed.

2. Approval of the Minutes

The minutes of March 11, 2021 were approved as prepared.

3. Approval of Agenda

The agenda was approved unanimously.

4. Chair and Commissioner Comments

Donta Kendrick introduced himself to the Commissioners, discussed his background, and the Commissioners, in turn, introduced themselves and discussed their backgrounds.

The Commissioners requested a tour of the Parks towards the end of Summer.

5. Public Comments

There were no public comments.

6. Maintenance Management Ad Hoc Committee Member Selection (Action Item)

The recommendation from Parks Staff is for the Commission to appoint two people to create an ad hoc committee supported by Parks Staff to develop a maintenance management program for existing Solano County Parks. This program is needed to create a level of standards within the Parks Division to make certain that the parks are being presented to the public in a manner that is appropriate, agreed upon, and standardized. Currently, there is no standardized maintenance program, staff are trained on the maintenance of the park they work in by word of mouth, based on the experience of the trainer and how they were trained.

The request is for the ad hoc committee to work with Parks Staff (Chris Drake and current field staff) to identify the standard of maintenance they want to achieve, as well as the

maintenance tasks that need to take place within the parks to achieve that level of maintenance. From there, they will need to analyze the length of time and number of staff needed to accomplish those tasks; can the current staffing levels meet the needs of the maintenance program?

Volunteers from the Commission for the ad hoc committee were Commissioner Donta Kendrick and Commissioner Mike Alvarez. Commissioner Whited Motioned and Commissioner Riddle Seconded the Motion.

7. Parks and Recreation Division Staff Report (Informational and Discussion)

A. Attendance and Revenue Summary

Revenues are currently at \$200,225 in parks-generated revenues, approximately 50% of where revenues should be for this time of the year. There have been significant impacts to the revenues for Sandy Beach and Lake Solano due to COVID-19, and again to Lake Solano due to the LNU Lightning Complex Fire.

Sandy Beach re-opened towards the end of February 2021 and is currently operational at 75% occupancy levels in the campground. The day-use area is operational at a reduced rate due to COVID-19 distancing protocols.

Lake Solano is still closed to the public.

Belden's Landing fishing pier update – the contract is in place, replacement parts have been ordered, and repairs are moving forward to repair the damaged pier due to the Branscombe Fire in 2018.

B. Lake Solano Recovery Status Update

Lake Solano recently completed Phase 2 fire clean-up requirements and now has Phase 2 clearance for hazardous materials due to the LNU Lightning Complex Fire in August 2020. All structures lost will eventually be rebuilt, all structures were covered by insurance. Opening Day-use operations is now the next goal, phasing in operations on the weekends and then incrementally adding in more days/times of operation as staffing, recovery efforts, and COVID-19 restrictions allow.

C. Outreach/Advertising Update

Solano Parks currently advertises with *Good Sam*. Parks Staff have taken ownership of the Google Search sites that populate when you search for one of the parks, i.e. "Sandy Beach". The information on those sites now matches with the Solano Parks site information, all information is now consistent, and any questions asked on those websites can be answered by Parks Staff.

Solano Land Trust helped to create a contract with a multi-member license with an organization called OuterSpatial. *OuterSpatial* is a functioning website as well as an "app" that can be downloaded to a mobile device such as a tablet or mobile phone. Solano Parks was invited to participate and joined the other organizations alongside Solano Land Trust to participate in the multi-member license. *OuterSpatial* allows the user to seek hikes in their area. Utilizing a GPS-enabled map, the application would bring in hikes closest to the user and assist the user in navigating through the Parks/trails. The application would also allow Solano Parks to push notifications out to users of the application about special events, provide

links to registration or where to find more information about various topics relevant to the hike or Park. Solano Parks will be working with the Putah Creek Council and the Solano Parks Docent program to create the content and ensure that the Docent-led programs will be easily navigable and available, i.e. kayaking tours, bird watching tours, as well as self-lead tours.

Chris informed the Commissioners that he placed a budgetary request for an update to the park reservation software used for the Park Reservations page. The operating system currently in place is dated from 2012, and the newer version is more compatible and accessible with mobile devices.

Chris also informed the Commissioners of a grant opportunity through First 5 Solano that provides for educational opportunities for children aged 0-5 years old. The grant monies would be spent to secure a touch-screen enabled 72" television equipped with its own mini-processing computer and state of the art audio-visual equipment (microphone, speakers, camera). If Solano receives the grant monies, Chris wants to purchase this system and utilize it in the Nature Center at Lake Solano for youth outreach, not just for children aged 0-5 years old, but also for older children. Local school field trips could interface with and self-navigate important topics for the Park, even host a Zoom meeting with professionals in the field on conservation or other nature-related topics. Another example would be to host a "Ranger Talk" via Zoom for a local Pre-School Program. The outreach applications with this system are extensive.

8. Confirm date of next regular meeting on July 8, 2021 and Adjourn

The next Commission meeting was confirmed for July 8, 2021. Since there was no further business the meeting was adjourned. Commissioner Whited Motioned to adjourn the meeting and Chair Leong Seconded the Motion.