

**SOLANO COUNTY PARKS AND RECREATION COMMISSION  
MINUTES OF THE MEETING OF  
September 15, 2022**

**County Administration Center – Conference Room 6002,  
6<sup>th</sup> Floor, 675 Texas Street, Fairfield  
10:00 a.m.**

<b>Members Present:</b>	<b>Chair Robin Leong Commissioner Mike Alvarez Commissioner Terry Riddle</b>
<b>Members Excused:</b>	<b>Vice-Chair Michael Whited</b>
<b>Members Unexcused:</b>	<b>Commissioner Donte Kendrick</b>
<b>Staff Present:</b>	<b>Parks Manager Chris Drake Clerk Melissa Catron</b>

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

Chair Leong called the meeting to order at 10:05am. A quorum was confirmed.

**2. Approval of the Minutes**

The minutes of July 14, 2022 were approved as prepared.

**3. Approval of Agenda**

The agenda was approved unanimously.

**4. Chair and Commissioner Comments**

There were no Chair or Commissioner comments.

**5. Public Comments**

There were no public comments.

**6. Select the Fish & Wildlife Propagation Fund Evaluation Committee for the 2022/23 Grant Cycle**

Commissioner Terry Riddle and Chair Robin Leong volunteered for the Committee for the 2022/23 grant cycle. Commissioner Mike Alvarez volunteered as an alternate.

Commissioner Alvarez inquired if Solano Parks could apply for funds from this grant for improvements to Solano Parks. Chris Drake responded he would get in touch with Parks Staff for project ideas that would benefit from the grant monies, if awarded.

Chair Leong inquired if the award amount could be increased. Chris Drake responded that the award amount for FY22/23 had already been budgeted and could not be changed; however, the larger discussion regarding the overall funds the Commission has access to, where the funds come from, as well as increasing the award amount needed to take place in November, prior to preparation of the budget for FY23/24.

## **7. Staff Report**

### **A. Attendance & Revenue Summary**

Chris Drake provided the Commission with a revenue summary for the first quarter with a comparison to first quarter for FY2021/22; total parks-generated revenues have exceeded FY2021/22 revenues for first quarter. Chris shared that there was also a \$2 fee increase for day-use at all four parks for half of the year; this helped to offset.

CAMAVA 5 is live, reservations and park passes are fully transactable online. Reservations and sales of park passes are still accepted via phone and in person as well as online.

### **B. Updates**

All County Parks are in full Peak Season Operations, with registration for campsites tracking to reach campground capacity levels most weekends; peak season ends September 30. Attendance numbers have set a record, this has put a strain on and in many cases exceeded the operational limits of the Parks and Parks staff. Solano Parks has not been able to fill all of the seasonal Park Aide positions for the current season; ending September 30.

Chair Leong asked Chris if he advertises off-season activities happening within the parks to try to draw attendance back into the parks during the off season. Chris discussed upcoming events, the different methods Solano Parks uses to advertise those events and market the parks to the public; including the different partnerships Solano Parks has with other agencies such as Putah Creek Council and Solano RCD.

Lake Solano Park has a new internet provider, the new internet service is working well for staff.

Some parks staff will be attending a tree trimming training at Lake Solano Park, hosted by Solano RCD.

Chris stated there are some planned projects in the works; replacement of some bbq grills at Lake Solano Park and Sandy Beach Park. Another project in the works is a system-wide signage update. Chair Leong asked Chris if the signs will include a QR code on them. Chris stated that the signs will not feature QR codes.

Staff is seeking funding opportunities for infrastructure updates including electrical system updates. Staff is looking into a "drop in place" vehicle solar charging station, available on a pay for use basis; there is potential to use this for guest vehicles, but also for future electrical fleet vehicles for parks staff. The solar charging station is self-contained and will not be connected to any electrical in the park.

Chris informed the Commission that there will be a closure at Lynch Canyon Park. PGE will be performing maintenance on several towers in the park. Any closures will occur during the

weekdays; the information regarding the closures will be made public. Chris will also email the Commissioners with more information.

**8. Confirm date of next regular meeting on November 10, 2022 and Adjourn**

The next Commission meeting was confirmed for November 10, 2022. Since there was no further business, the meeting was adjourned at 11:25am.