

**SOLANO COUNTY GENERAL SERVICES DEPARTMENT
PARK AND RECREATION COMMISSION**

Spencer C. Bole
Director, General Services

Daniel R. Sykes
Parks Services Manager



675 Texas Street, Suite 2500
Fairfield, CA 94533
(707) 784-3118

AGENDA

Thursday, September 9, 2010 - 5:30 pm
Hearing Room - 1st Floor
675 Texas Street, Fairfield, CA

1. Call to Order and Roll Call
2. Approval of Minutes for July 8, 2010 Meeting (Action Item)
3. Approval of Agenda (Action Item)
4. Chair and Commissioner Comments (Informational Only)
5. Public Comments
6. Presentation: Solano Resource Conservation District's Education and Habitat Restoration Programs, by Chris Rose, Executive Director and Marianne Butler, Environmental Education Program Manager (Informational Only)
7. Re-schedule date of next regular meeting in November 2010
8. Suisun Marsh Specific Fund (SMSF) Grant Program: Approve Timeline for Fiscal Year 2010/11 and Direct Staff to Distribute Procedural Guide (Action Item)
9. Chair to Appoint SMSF Evaluation Committee (Action Item)
10. Parks and Recreation Division Staff Report (Informational, with Possible Action)
 - A. Attendance and revenue
 - B. Status of Ongoing FWPF and SMSF Grant Projects
 - C. Upcoming Dedication of Forrest Deaner Garden interpretive panels
 - D. Nature Center event rental policy -- Staff set meeting with ad hoc Committee to get input
11. Confirm date of next regular meeting, and adjourn

If you wish to address any item listed on the Agenda, please submit a Speaker Card before the Commission considers that item. If you wish to address an item not on the agenda, submit a Speaker Card before the first speaker is called for Public Comments. Cards are available at the entrance to the hearing room. All non-confidential materials provided to the Commission may be obtained by first calling (707) 784-7905 and picking them up at 675 Texas Street, Suite 2500, Fairfield.

The County of Solano does not discriminate against persons with disabilities and is an accessible facility. If you wish to attend this meeting and you will require assistance in order to participate, please call (707) 784-7905 at least 24 hours in advance of the event to make reasonable arrangements.

SOLANO COUNTY PARK AND RECREATION COMMISSION

**UNAPPROVED MINUTES OF THE MEETING HELD
THURSDAY, July 8, 2010**

**County Administration Center - First Floor Hearing Room,
675 Texas Street, Fairfield, California**

Commission Members Present: Riddle, Hermsmeyer, Alvarez, Leong
Commission Member Excused: Whited

Staff Present: Sykes

1. Call to Order and Roll Call

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

2. Approval of Minutes for May 13, 2010

Motion to approve (Riddle), with second (Leong). Approved unanimously.

3. Approval of Agenda

Motion to approve agenda (Alvarez) with second (Leong). Approved unanimously.

4. Chair Announcements and Commissioner Comments

Chair Hermsmeyer noted there was a recent newspaper on Tule Elk featuring local Dept. of Fish and Game biologist Helayna Pera. He had also observed increased attendance on the beach at Sandy Beach Park.

5. Public Comments

There were no public comments.

6. Approve Recommendation for Grant Awards Fish and Wildlife Propagation Fund Program for Fiscal Year 2010/11

The recommendations of the FWPF Evaluation Committee were submitted (attached), for the Commission's review and approval. The Chair called for any public comments on this agenda item.

Applicant Sue Wickham of Solano Land Trust thanked the Commission for a favorable rating for their Rush Ranch application, but wondered why their award was only partially funded. Staff Sykes also noted that 2 other applicants had asked for more information about the scores given to their applications.

Applicant Doug Darling thanked the Commission for support of the Greater Vallejo Rec. District's application.

In response to public comment, the Commissioners had the following comments.

Riddle stated that the recommendations of the Evaluation Committee were sound, and that they had gone very in-depth and had the benefit of the oversight of professional biologists. The recommendations brought forward were a consensus of the Committee. He recommended that applicants need to spend time paying more attention to the “big ticket” high scoring items that they may have overlooked or not answered fully. In fact, there were several projects that were nearly identical in their applications, and there was little to distinguish the benefits of one from the other. So the scoring was very close.

Hermesmeyer agreed with Riddle and suggested that a more detailed review of the scoring and decisions of the Evaluation Committee did not appear to be warranted.

Riddle suggested that applicants be instructed to attend the pre-application Workshops if they want suggestions from Staff on how to score best on their applications.

Hermesmeyer requested that Staff prepare a thank you letter to send to the Evaluation Committee.

Leong stated he had made his own spreadsheet evaluating the acreages that would benefit from the projects, and the amount of the match. He observed that several projects with high match amount, and therefore, a demonstrated commitment to the projects, were funded. He was comfortable with the recommended awards.

Hermesmeyer moved that the Committee’s recommendations be approved and forwarded to the Board for final approval. Alvarez seconded the motion, and suggested that for those projects that did not receive full funding (#2 – Rush Ranch Docent Training, and #6 – Suisun RCD’s WHIP program), that they be given additional funds if any other project failed to execute their contract. This was amended onto the motion. Motion was approved unanimously (4-0)

7. Parks and Recreation Division Staff Report

Staff Sykes provided tables of attendance and revenue for FY2009/10, and the status of ongoing projects from the FY2008/09 grant cycles for the Fish and Wildlife Propagation Fund and Suisun Marsh Specific Fund (tables available on request).

Sykes reported one Park Ranger Limited Term position had been eliminated due to budget cuts, and that Ranger was now an extra-help employee, working weekends only at Lynch Canyon. Lynch Canyon will be operated from July 1 to September 5 (weekends only), and then re-open on February 12, 2011 (weekends only.)

Sykes handed out CD’s of an environmental impact report for the Shiloh III Wind Turbine Project to Commissioners Leong and Hermesmeyer. Staff would be preparing a comment letter for the Chair’s signature.

8. Next regular meeting was confirmed for September 9, 2010 at 5:30 pm. Meeting was adjourned at 6:30 pm.

EVALUATION COMMITTEE
SUMMARY SCORING SHEET
FISH AND WILDLIFE PROPAGATION FUND PROGRAM FY 2010/11

Project Title	Requested Amount	Application -- Committee's Score (20 pts. possible)	Project Proposal -- Committee's Score (80 pts possible)	Committee's Score, Total (100 pts. possible)	Ranking	Recommended Award Amount
Solano RCD, Lake Solano Visitor Education Program	\$15,960	19.67	67.00	86.67	1	\$15,960
Solano Land Trust, Rush Ranch Docent Training	\$14,300	19.00	62.00	81.00	2	\$6,000
Solano Land Trust, Attichoke Thistle Control King Sweet Ranches 2011	\$15,010	18.67	61.66	80.33	3	\$15,010
Bent Barrel Duck Club Wetlands Restoration	\$8,100	19.00	61.17	80.17	4	\$8,100
Suisun RCD, Lower Joice Island Enhancement Project	\$16,609	19.00	61.00	80.00	5	\$16,609
Suisun RCD, Wildlife Habitat Improvement Program (W/HIP)	\$24,058	19.67	60.33	80.00	6	\$21,975
Suisun RCD, Lepidium Control Program	\$22,350	19.33	60.50	79.83	7	\$22,350
CWA, Volanti Drain Gate	\$43,350	20.00	59.67	79.67	8	\$43,350
CWA, Goodyear Slough Infrastructure Improvement	\$16,000	20.00	59.33	79.33	9	\$16,000
GVFRD, Vallejo Fishing in the City	\$14,646	20.00	58.33	78.33	10	\$14,646
CWA, Walnut Creek Gun Club Wetland Enhancement	\$20,000	20.00	58.17	78.17	11	\$20,000

Total Funds Requested in 22 Applications:	\$439,811
Total Funds, Recommended Awards:	\$200,000

EVALUATION COMMITTEE
 SUMMARY SCORING SHEET
 FISH AND WILDLIFE PROPAGATION FUND PROGRAM FY 2010/11

Project Title	Requested Amount	Application -- Committee's Score (20 pts. possible)	Project Proposal -- Committee's Score (80 pts possible)	Committee's Score, Total (100 pts. possible)	Ranking	Recommended Award Amount
CWA, GoodYear Duck Club Wetland Enhancement	\$25,680	20.00	58.00	78.00	12	\$0
CWA, Miramonte Wetland Enhancement	\$22,000	20.00	57.67	77.67	13	\$0
CWA, Morrow Island Land Company Wetland Enhancement	\$24,000	20.00	57.00	77.00	14	\$0
CWA, Future Wildlife Conservation - lists of California	\$24,555	20.00	54.50	74.50	15	\$0
Solano RCD, Farm Pond Habitat Enhancement Program	\$16,474	20.00	53.33	73.33	16	\$0
CWA, Field 10 Habitat Enhancement and Photo Blind	\$27,225	19.33	54.00	73.33	17	\$0
Long Pt. Land Pond A Restoration Proposal	\$6,000	18.17	54.66	72.83	18	\$0
CWA, Junior Duck Stamp Program	\$6,694	18.67	52.33	71.00	19	\$0
Suisun Marsh NHA, Suisun Wildlife Center Education Wing	\$42,000	18.00	49.00	67.00	20	\$0
Cal Farms Wetland Enhancement	\$15,600	14.67	51.00	65.67	21	\$0
Blue Bird Club Water Control Replacement	\$19,200	10.67	31.33	42.00	22	\$0

(PROPOSED) Timeline for FY2010/2011 Grant Cycle
Solano County
Suisun Marsh Specific Fund

(\$200,000 in grants available)

Date	Action
September 9, 2010 (PRC Meeting)	<ul style="list-style-type: none"> • Park and Recreation Commission approves SMSF Timeline and Distribution of Procedural Guide • Commission Chair Appoints Evaluation Committee
September 10	<ul style="list-style-type: none"> • Distribute Procedural Guide with application • Send notices to local newspapers • Press release on County website • Email announcement to all previous applicants
Friday, October 1	Applicants Question/Answer Workshops. 2 workshops, one in morning (9-11 am), one in afternoon (1-3 pm)
Wed., Nov. 3	Applications due, 5:00 pm
____, Nov. ____, 2010 (PRC Meeting; date TBD)	<ul style="list-style-type: none"> • Applicants make presentations to Commission and Evaluation Committee • Following this, Evaluation Committee will meet separately and evaluate applications
January 13, 2011	<ul style="list-style-type: none"> • Commission Receives Report from Evaluation Committee • Commission Recommends Awards
February 2011	Board of Supervisors reviews and approves grant awards at regularly scheduled Board meeting

Month	Park	Estimated Visitors	Revenue
Jul-10	Belden's	1,073	2,682.00
	Lake Solano	6,967	32,134.00
	Lynch	161	476.50
	Sandy Beach	19,350	31,774.00
Total		27,551	\$ 67,067
Aug-10	Belden's	-	
	Lake Solano	-	
	Lynch	-	
	Sandy Beach	-	
Total		-	\$ -
Sep-10	Belden's	-	
	Lake Solano	-	
	Lynch	-	
	Sandy Beach	-	
Total		-	\$ -
Oct-10	Belden's	-	
	Lake Solano	-	
	Lynch	-	
	Sandy Beach	-	
Total		-	\$ -
Nov-10	Belden's	-	
	Lake Solano	-	
	Lynch	-	
	Sandy Beach	-	
Total		-	\$ -
Dec-10	Belden's	-	
	Lake Solano	-	
	Lynch	-	
	Sandy Beach	-	
Total		-	\$ -

Month	Park	Estimated Visitors	Revenue
Jan-11	Belden's	-	
	Lake Solano	-	
	Lynch	-	
	Sandy Beach	-	
Total		-	\$ -
Feb-11	Belden's	-	
	Lake Solano	-	
	Lynch	-	
	Sandy Beach	-	
Total		-	\$ -
Mar-11	Belden's	-	
	Lake Solano	-	
	Lynch	-	
	Sandy Beach	-	
Total		-	\$ -
Apr-11	Belden's	-	
	Lake Solano	-	
	Lynch	-	
	Sandy Beach	-	
Total		-	\$ -
May-11	Belden's	-	
	Lake Solano	-	
	Lynch	-	
	Sandy Beach	-	
Total		-	\$ -
Jun-11	Belden's	-	
	Lake Solano	-	
	Lynch	-	
	Sandy Beach	-	
Total		-	\$ -

FY 2009/2010	Park	Estimated Visitors	Estimated Revenue
Totals to Date	Belden's	1,073	\$ 2,682
	Lake Solano	6,967	\$ 32,134
	Lynch	161	\$ 477
	Sandy Beach	19,350	\$ 31,774
Annual Total		27,551	\$ 67,066.50

Attendance and Revenue Summary **AGENDA ITEM 10A**

FY 2009/2010

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Sept. 9, 2010

Month	Park	Estimated Visitors	Revenue
Jul-09	Belden's	238	596.00
	Lake Solano	10,062	29,477.83
	Lynch	202	597.80
	Sandy Beach	20,730	24,465.82
Total		31,232	\$ 55,137
Aug-09	Belden's	1,433	3,583.00
	Lake Solano	7,962	15,749.99
	Lynch	127	376.64
	Sandy Beach	11,652	20,701.07
Total		21,174	\$ 40,411
Sep-09	Belden's	2,100	5,250.00
	Lake Solano	7,434	16,430.42
	Lynch	94	222.98
	Sandy Beach	9,852	21,386.07
Total		19,480	\$ 43,289
Oct-09	Belden's	1,926	4,816.00
	Lake Solano	5,508	18,030.55
	Lynch	101	300.00
	Sandy Beach	6,738	15,549.11
Total		14,273	\$ 38,696
Nov-09	Belden's	2,501	6,252.00
	Lake Solano	3,030	11,489.25
	Lynch	268	792.53
	Sandy Beach	6,738	17,026.00
Total		12,537	\$ 35,560
Dec-09	Belden's	1,517	3,793.00
	Lake Solano	1,338	5,580.00
	Lynch	64	189.00
	Sandy Beach	2,562	5,716.00
Total		5,481	\$ 15,278

Month	Park	Estimated Visitors	Revenue
Jan-10	Belden's	1,979	4,947.00
	Lake Solano	1,488	3,033.59
	Lynch	217	640.81
	Sandy Beach	2,304	8,106.00
Total		5,988	\$ 16,727
Feb-10	Belden's	1,404	3,667.00
	Lake Solano	1,740	8,875.87
	Lynch	579	1,712.00
	Sandy Beach	3,234	7,111.00
Total		6,957	\$ 21,366
Mar-10	Belden's	1,463	3,657.00
	Lake Solano	4,512	12,563.36
	Lynch	358	1,058.00
	Sandy Beach	5,802	15,237.72
Total		12,135	\$ 32,516
Apr-10	Belden's	1,420	2,917.00
	Lake Solano	5,700	13,636.56
	Lynch	269	796.65
	Sandy Beach	7,026	14,514.60
Total		14,415	\$ 31,865
May-10	Belden's	912	2,280.00
	Lake Solano	7,254	16,134.11
	Lynch	484	1,433.00
	Sandy Beach	10,242	20,267.46
Total		18,892	\$ 40,115
Jun-10	Belden's	1,098	2,746.00
	Lake Solano	9,318	24,273.26
	Lynch	402	1,188.72
	Sandy Beach	14,946	25,442.00
Total		25,764	\$ 53,650

FY 2009/2010	Park	Estimated Visitors	Estimated Revenue
Totals to Date	Belden's	17,991	\$ 44,504
	Lake Solano	65,346	\$ 175,275
	Lynch	3,165	\$ 9,308
	Sandy Beach	101,826	\$ 195,523
Annual Total		188,328	\$ 424,609.77

AGENDA ITEM 10B

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Sept. 9, 2010

FY 2010/11 FWP Grant Awards
STATUS UPDATE

08/27/10

Grant Recipient	Executed Grant Contract on file? (with date signed by Co.)	Amount Awarded by Board of Supervisors (\$)	Notes (see below)	Advances paid out (\$)	Date of Advance	Reimbursement paid out	Date(s) of Payments	Reimbursement paid out	Date(s) of Payments	Amount of grant remaining unpaid
Bent Barrel Duck Club - Wildlife Habitat Restoration	pending	8,100	2							\$8,100
California Waterfowl Association - Goodyear Slough Infrastructure Improvement	pending	16,000	2							\$16,000
California Waterfowl Assoc. - Volant Drain Gate	pending	43,350	2							\$43,350
California Waterfowl Association - Walnut Creek Gun Club Wetland Enhancement	pending	20,000	2							\$20,000
Greater Vallejo Recreation District - Vallejo Fishing in the City Program	8/9/2010	14,646	4							\$14,646
Solano Land Trust - Artichoke Thistle Control	pending	15,010	1							\$15,010
Solano Land Trust - Rush Ranch Docent Training Program	8/18/2010	6,000	4							\$6,000
Solano RCD - Lake Solano Visitor Education Program	8/25/2010	15,960	4							\$15,960
Suisun RCD - Lepidium Control Program	pending	22,350	1							\$22,350
Suisun RCD - Lower Joice Island Enhancement	8/18/2010	16,609	4							\$16,609
Suisun RCD - Wildlife Habitat Improvement Program (WHIP)	pending	21,975	3							\$21,975
Totals		200,000		-		-		-		200,000.00

NOTES:

1. Contract sent to applicant for signature 8/4/10. Awaiting receipt of CEQA compliance document (Notice of Exemption) before executing contract.
2. Contract sent to applicant for signature 8/4/10. Contract not yet executed, pending County receipt of letter from Corps of Engineers that project is covered by Suisun Marsh regional general permit (RGP) 3.
3. Applicant currently resolving which landowners participating in WHIP have permit clearance from Corps of Engineers. Suisun RCD will resolve in late summer 2010 and obtain all necessary permit clearances.
4. Project authorized to proceed and underway.

FY 2008/09 SMSF Grant Awards
 STATUS UPDATE

8/27/2010

Grant Recipient	Executed Grant Contract on file? (with date signed by Co.)	Amount Awarded by Board of Supervisors (\$)	Notes (see below)	Advances paid out (\$)	Date of Advance	Reimbursement paid out \$	Date(s) of Reimbursement Pymt.	Amount of grant remaining unpaid (\$)
California Waterfowl Association - Cordelia Slough	9/28/2009	3,100	Project complete, note 4			3,084	12/22/09, 6/18/10	\$0.00
California Waterfowl Assoc. - Grizzly Island Enhancement Project, Phase II	9/28/2009	15,650	Project complete, note 3			15,650	12/22/09, 6/30/10	\$0.00
California Waterfowl Association - Telemetry Equipment	9/28/2009	1,000	Project complete (3/10/10), note 6			955	3/15/10	\$0.00
California Waterfowl Association - Goodyear Slough Restoration	5/13/2010	14,300	1					\$14,300.00
Libmrducks / Bill Marks - DUXRUS Habitat Restoration Project	9/21/2009	15,750	Project complete, note 2			15,750	1/11/2010	\$0.00
Morrow Island Land Company - Pond E and F-1 Restoration	5/13/2010	10,000	1					\$10,000.00
Solano Land Trust - Perennial Pepperweed Control Study at Rush Ranch	9/21/2009	14,600	5			2,487	5/14/10	\$12,112.82
Teal Club - Restoration and Improvement Project	5/13/2010	22,000	1					\$22,000.00
Totals		96,400		-		37,926		\$58,412.82

Notes

- 1.) Project underway in summer 2010. Applicant indicates project should be completed by end of September and ready for field inspection, prior to annual flooding.
- 2.) Project work is complete. Field inspection conducted 7/14/10.
- 3.) Project work is complete and project certification form received 4/25/10. Field inspection conducted 7/14/10.
- 4.) Project work is complete. Field inspection conducted 7/14/10. \$16 unused, returned to SMSF fund.
- 5.) Project underway. 17% complete as of Spring 2010.
- 6.) \$45,000 unused, returned to SMSF fund.

Forrest Deaner Native Plant Botanic Garden



The Willis Linn Jepson chapter of the California Native Plant Society invites you to celebrate with us the dedication of 8 interpretive panels, our first permanent educational outreach in the Botanic Garden.

The interpretive panels are the result of hundreds of hours of volunteer time, a partnership with the CA Department of Parks and Recreation, and funding from Solano County, California State Parks Foundation and the Delta Protection Commission.

Saturday, September 18, 2010

10:00 a.m.

(for about an hour)

At the Botanic Garden, located in the **Benicia State Recreation Area**, about $\frac{3}{4}$ of the way out to Dillon Point.

Park Entrance: take the Columbus Parkway / Rose Drive exit off Interstate 780.

Along with words from invited dignitaries, the Benicia High School Marching Band's Brass Quintet will perform, we will provide information regarding Proposition 21 – Yes for State Parks, and we will launch a new volunteer and educational outreach effort called the **10x10 Program**. Following the ceremony, docent lead tours of the Botanic Garden will be available, as well as some healthy snacks and beverages.

Everyone is welcome. Dogs on leash.

www.cnpsjepsonchapter.org

www.cnps.org

Forrest Deaner
Native Plant Botanic Garden



Benicia State Recreation Area

Vote November 2, 2010, learn more at:

www.yesforstateparks.com

STAFF REPORT

Staff welcomes Commissioner input on the following issues that are related to a use policy for events at the Lake Solano Nature Center. Staff will then convene the ad hoc committee during fall/winter 2010 to set a work plan for further research, develop recommendations for a policy, and put it in place during FY2010/11.

Identified Issues for Discussion -- Nature Center Event Rentals

- Review Draft Guidelines from Staff (below)
- Determine acceptable uses that fit the Nature Center theme
- Size of group, hours of use
- How much of area gets rented out

- Staffing for set up, clean up
- Catering opportunities
- “Birthday party package” idea
- Alcohol use

- Identify target market
- Identify best advertising opportunities
- Potential for combining efforts with (new) County Event Center marketing
- Research with neighboring jurisdictions

Facility Use Guidelines
Lake Solano Nature Center

Commission Discussion Draft, 1/14/10

Facility Details

- Exhibit/rental space 2,200 SF (with 3 aquariums): 148-person occupancy
- Covered back patio: 1,135 SF
- Small catering/warming kitchenette (stove, oven, microwave, dishwasher)
- M/W Restrooms and Lobby Area (198 SF)
- Outdoor education circle, paved (114 SF), with small turf area

(continued)

Intended Uses of Lake Solano Nature Center

1. Educational programs on nature and water resources of Lake Solano, Putah Creek, the park itself, and larger Putah Creek and Lake Berryessa watershed
2. Meeting point for park tours by Docents and Rangers
3. Temporary educational and artwork exhibits with themes of nature, land and water conservation, wildlife, outdoor recreation, or water-related recreation
4. Limited use for rentals that generate revenue to support park operations
5. Hold meetings for organizations/agencies with nature- or water-related missions, and hold events to be focused at Lake Solano Park, or within the Putah Creek watershed (reduced rates for non-profits and public agencies).
6. Small, well controlled events that embrace the natural setting as part of the activity. Examples are: children's birthday party with nature theme, fundraising event for eligible organizations/agencies, small wedding.
7. Outdoor educational circle: staging point for park tours, outdoor activity check-in spot, temporary outdoor displays on nature and water themes

Not Intended Uses for Lake Solano Nature Center

1. Not intended as general purpose community center
2. Not intended for large groups (no more than 148) or late-night parties that will disturb nearby campers