

**SOLANO COUNTY PARK AND RECREATION COMMISSION
MINUTES OF THE MEETING OF NOVEMBER 14, 2013**

**County Administration Center - First Floor Hearing Room
675 Texas Street, Fairfield
5:30 p.m.**

Members Present: Commissioners Leong, Riddle, Whited and
Chairman Hermsmeyer
Members Excused: Commissioner Alvarez
Staff Present: Dan Sykes and Diane Gilliland

1. Call to Order and Roll Call

Chairman Hermsmeyer called the meeting to order. A quorum was confirmed.

2. Approval of the Minutes

The minutes of September 12, 2013 were approved as prepared.

3. Approval of Agenda

The agenda was approved unanimously

4. Chair and Commissioner Comments

Chairman Hermsmeyer commented that he visited Sandy Beach Park before and during the October 12th weekend of Rio Vista's Bass Festival. He was impressed with Ranger Chris Drake who on both occasions never seemed to stop working as he went about the irrigating, mowing, gravel raking, cleaning garbage cans, and cleaning the restrooms.

5. Public Comments

There were no public comments.

6. Approve recommendation of Fish and Wildlife Propagation Fund Awards for FY2013/14 to be forwarded to the County Board of Supervisors

Mr. Sykes reported that they conducted another cycle of the Fish and Wildlife Propagation Fund (FWPF). The FWPF Evaluation Committee reviewed the applications and recommended to fund all five of the projects for a total of \$8,767. The remainder will remain in the Fish and Wildlife Propagation Fund for future grants.

Chairman Hermsmeyer complemented Commissioner Whited, Commissioner Riddle and Steve Foreman for their work on the Grant Evaluation Committee.

It was motioned by Commissioner Leong and seconded by Commissioner Whited to accept the recommendation of the FWPF Evaluation Committee to award five grants for a total of \$8,767 and forward their recommendation to the Solano County Board of Supervisors for approval to award the grants. The motion passed unanimously.

7. Discuss priorities for two-year Work Plan and appoint ad hoc committee

Mr. Sykes commented that there is quite a bit of material to be reviewed prior to determining the Commission's Work Plan priorities. Projects include the Park and Recreation Element from the General Plan, the Master Plans for Lake Solano and Sandy Beach Park, as well as other topics the Commission wishes to consider for the Work Plan. He suggested that the Commissioners rank some general categories that have come up over the last six years and then give that material to an ad hoc committee appointed by Chairman Hermsmeyer. The committee would work thru the material to create a draft two-year Work Plan to be approved by the whole Commission.

Chairman Hermsmeyer and Commissioner Riddle suggested that the ad hoc committee look at the Lake Solano and Sandy Beach Master Plans to see what still needs to be completed. Mr. Sykes also suggested reviewing the Park and Recreation Element for projects that still need to be completed. The Commissioners listed each of their top priorities. Mr. Sykes read Commissioner Alvarez's (absent) choice of priorities as well as his wish to serve on the ad hoc committee. The following are the top priorities of the Commission:

1. Complete Projects in Existing Master Plans
2. More active role in developing new County Parks (County General Plan)
3. Finding new revenues to improve financial sustainability of County Parks
4. Networking with other Commissioners
5. Have more working field trips
6. More active role in State Parks issues
7. Preparing natural resource management plans for parks
8. Review/Comment on fish and wildlife rules/policies

Other topics suggested by the Commissioners were:

- a. Update and Revise County Park and Rec. Element every 5 years
- b. Making presentations to groups about County Parks
- c. Commissioners taking camping trips at parks
- d. Develop matching funds contribution program from BOS for FWPF grant programs
- e. Focus on building bridge over Pleasants Creek at Lake Solano Park
- f. Have closer contact with key agency players in County (e.g., Solano Land Trust, others?)

The Commissioners discussed whether to appoint a two member ad hoc committee or hold a special meeting/study session of the whole Commission to develop material to be brought forward at the next regular meeting. Mr. Sykes noted that a smaller group might be able to spend the time to go over the Plans with him in detail to determine the crucial points of interest. Those ideas could be brought back to the full Commission for its review.

Chairman Hermsmeyer commented that he wanted to honor Commissioner Alvarez's wish to serve on the ad hoc committee as well as the fact that he also would like to serve on the ad hoc committee. He wondered if it would make sense to have an alternate on the committee as well so more of the Commissioners could have exposure to the process. Commissioner Riddle was in favor of having a special meeting. Commissioner Whited suggested that the first meeting be with two Commissioners and Mr. Sykes to look at the survey, prioritize it, and get information ready for a meeting with the full Commission. Commissioner Riddle suggested that they begin with the Master Plan.

Chairman Hermsmeyer suggested that the ad hoc committee meet in December and prepare a working plan to be presented to the Commission at the January 9, 2014 meeting. The work could continue with a special meeting in February and the regular meeting in March. The members of the ad hoc committee are Commissioner Alvarez and Chairman Hermsmeyer. Commissioner Riddle and Commissioner Whited wished to serve as alternates. Mr. Sykes stated that he would get copies of the plans to be discussed to the Commissioners.

8. Parks and Recreation Division Staff Report

A. Attendance and revenue

Mr. Sykes reviewed the FY13/14 Attendance and Revenue Summary (to date) and noted that the revenues for this year are down from FY12/13 because there was a bump in revenues at the end of the last fiscal year from people paying online for their summer camping reservations. The attendance numbers were similar for both fiscal periods. He is expecting to see higher revenue numbers in the late winter and spring of 2014 as people pay for their June, July and August reservations. The revenue numbers for FY13/14 are about \$2,000 ahead of the projected amount for this time of year and are on target with the budget.

B. Status of FWPF and SMSF Grant Projects

Mr. Sykes reviewed the status the Suisun Marsh Specific Fund (SMSF) projects for the FY2010/11 and FY2011/12 Cycles. The expiration date for all the projects was September 30, 2013. Some of the projects came in under budget. Mr. Sykes noted that the Water Circulation Improvement project (S2011-009) is a project that was granted in FY2010/11 and is complete but no payment request paperwork has been received yet.

The Fish and Wildlife Propagation Fund (FWPF) projects for the FY2012/13 were projects that were granted out in the last fiscal year and their termination date is May 2014. Some of the projects have been completed such as the Suisun Wildlife Center Environmental Education Wing, Rich Island Drain Gate, Van Sickle Island Water Quality Enhancement Project and the Pelican Aviary Renovation.

C. Status of ongoing park projects

Staff is doing off season maintenance work, hazardous tree pruning and other projects. They are also trying to make good headway on grant projects such as a wall hanging system to hang exhibits and a video projection system at the Lake Solano Nature Center. An aquatic life exhibit is also being planned for the Nature Center. Mr. Sykes also commented that the event center at Lake Solano had been recently rented by the California Native Grassland Association to conduct training.

Mr. Sykes reported the results of a survey of the Commissioners and an informal office poll of the four proposed Park logos. The leaf with "Solano County Parks" lettering logo came in as the first choice. The second choice depicted trees, a hillside, boating and fishing set in a circle. Other factors to consider before making a final choice are determining what works with the Solano County logo on letterhead, uniforms and vehicles. The County Administrators office as well as the Public Communications Officer

will also be commenting on the proposed logos. Mr. Sykes did not believe that the logo would go before the Board of Supervisors as an official item.

9. Confirm date of next regular meeting on January 9, 2014, 5:30 pm, and Adjourn

Mr. Sykes said that he would coordinate with Chairman Hermsmeyer and Commissioner Alvarez about going forward with the Work Plan. The Commission decided that special February meeting would be held on February 13, 2014 at 5:30 p.m.

10. Confirm date of next regular meeting and adjournment

The next Commission meeting was confirmed for January 9, 2014 at 5:30 p.m. Since there was no further business the meeting was adjourned.