

**SOLANO COUNTY GENERAL SERVICES DEPARTMENT
PARKS AND RECREATION DIVISION**

Spencer C. Bole
Director, General Services

Daniel R. Sykes
Parks Services Manager



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

**AGENDA -- Park and Recreation Commission
Thursday, May 14, 2009 - 5:30 PM
Hearing Room - 1st Floor
675 Texas Street, Fairfield, CA**

1. **Call to Order and Roll Call**
2. **Approval of Minutes for the March 12, 2009 Meeting (Action Item)**
3. **Approval of Agenda (Action item)**
4. **Chair Announcements and Commissioner Comments (Informational Only)**
5. **Parks and Recreation Division Staff Report (Informational Only)**
 - A. Parks Activities Report
 - B. Alcohol Use in Parks – Results of Staff Research
 - C. Introduction of Rio Vista Wind Turbine Project
6. **Presentations from FY 2008/09 Suisun Marsh Specific Fund (SMSF) Grant Applicants (Informational Only)**
 - Chair Hermsmeyer will call up each applicant in turn
 - Please limit presentations to 5 minutes per project application
7. **Committee Reports (none scheduled)**
8. **Public Comments**
9. **Confirm Meetings, and Adjourn:**

Special Meeting of May 18, 2009, 5:30 pm (for SMSF Grant Award Recommendations);
and next Regular Meeting of July 9, 2009 at 5:30

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 to ensure accessibility to this meeting.

If you wish to address any item listed on the Agenda, please submit a Speaker Card before the Commission considers the specific item. If you wish to address an item not on the agenda, please submit a Speaker Card before the first speaker is called for Public Comments. Cards are available at the entrance to the hearing room.

SOLANO COUNTY PARK AND RECREATION COMMISSION

**UNAPPROVED MINUTES OF THE MEETING HELD
THURSDAY, MARCH 12, 2009
COUNTY ADMINISTRATION CENTER - FIRST FLOOR HEARING ROOM,
675 TEXAS STREET FAIRFIELD, CALIFORNIA**

**Commission Members Present: Riddle, Alvarez, Hermsmeyer, Leong, and Whited
Commissioner Members Absent/Excused: None**

Staff Present: Sykes, Tanner-Linné

1. Call to Order and Roll Call

Chair Hermsmeyer called the meeting to order at 5:33 p.m. A quorum was confirmed.

2. Approval of Minutes for January 8, 2009 Meeting

Motion to approve (Leong), seconded (Riddle). Minutes approved unanimously.

3. Approval of Agenda

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

4. Chair Announcements and Commissioner Comments

A. Report on Meeting of the Fish and Game Commissioners' Association.

Leong represented the commissioners at the California County Fish and Game Commissioners' Association meeting held January 4, 2009 in Sacramento. The Association is trying to organize all the County Fish and Game Commissions into one association. Solano County's Park and Recreation Commission also serves as the County's Fish and Game Commission. Leong suggested the Solano County Park and Recreation Commission participate in this organization. They will meet again in July 2009.

Their website is: www.countycommissionersassociation.net

B. Other Announcements and Comments.

Alvarez said several weeks ago Supervisor Seifert stated she was in favor of a Park District. He felt Staff should have some dialogue with her or her staff. She might not be getting a clear picture of the recent progress made with the County Parks and Recreation Division. A lot of information was distributed several years ago about the need for a park district in Solano County; yet he questions now why she believes we need a Park District.

(Supervisor Seifert has requested from Staff to receive Commission Meeting agendas, and has indicated she would attend future meetings.)

5. Parks and Recreation Division Staff Report (Informational Only)

Staff Sykes provided the attached park activities report and chart of attendance (see attached).

Leong suggested that the general public does not know how well attended the parks are and the attendance chart should be better publicized.

6. Proposed Park Fees for Fiscal Year 2009/10 (Action Item)

The proposed fee changes are shown on the attached table. Sykes stated some of the changes that were new were a \$2 boat launch fee, which is something Solano County used to charge, and is being reintroduced to help defray the costs of boat launch and dock upkeep. Also proposed is a decrease in the amount charged for the Lake Solano Youth Group Area for smaller groups (of 20 people or less). A non-resident fee is also new, which would put a 25% surcharge on non-County park users to account for the lack of Solano County property taxes paid by these users. Non-resident fees are used by park agencies in several neighboring jurisdictions.

Additional fees were introduced for the rental of the meeting/exhibit space at the new Lake Solano Nature Center use, and to offset the cost of special services requested by park users for Park Rangers (e.g., early gate opening for an event, exclusive nature hike, etc.). The Commission asked staff what uses were going to be allowed in the Nature Center. If loud events (e.g., wedding receptions, quincineras) are held, they might disturb the quiet time of the park if the attendees will not leave before the park closes.

Alvarez suggested that this not be used like a community center and that the Commission would like staff to bring back an item for the Commission to further discuss the issue of allowable uses at the Nature Center.

Hermesmyer suggested that the allowable building occupancy should drive the acceptable uses.

Riddle suggested that the fees be rounded up to the nearest dollar instead of being shown in smaller increments of, say \$0.50.

Hermesmyer asked if County Counsel would be reviewing the fees and Staff said yes.

Motion to recommend that the Board of Supervisors approve the fees, with changes noted (Riddle), seconded (Leong). Approved unanimously.

7. Approval of Procedural Guide for Suisun Marsh Specific Fund Grant Program (Action Item)

The Procedural Guide was discussed and the Ad-Hoc Committee for the Suisun Marsh Specific Fund Grant Program was present and helped with the discussion. The Park and Recreation Commission asked staff to hold two workshops to help answer questions from applicants, even if they were on the same day. Staff stated that two workshops would be held.

The Commission also stated there would be no second chance with the applications this time if the applications were not completed appropriately.

Hermesmyer stated most of the application is the same as the Fish and Wildlife Propagation Fund Grant application. The only items different have been highlighted.

Steve Chappell, Executive Director of Suisun Resource Conservation District, suggested that having one workshop should be enough, and that all the issues he submitted to the Commission had been addressed in the new Procedural Guide.

Motion to approve the Procedural Guide (Whited), and second (Leong). Motion passed unanimously.

8. Approval of Schedule for Suisun Marsh Specific Fund Grant Program (Action Item)

Staff presented the following dates for the SMSF process.

Dates - 2009	Action	Notes
March 12	Park and Recreation Commission Meeting for Approval of Procedural Guide	Public Meeting
March 4 – 12	County Counsel reviews Procedural Guide	
March 13, 16	Final revisions and distribute procedural guide	
April 10	Workshops for applicants at 9:30 a.m. & 1:30 p.m.	Public Meeting
April 24	Application are due 5:00 p.m.	
April 27	Evaluation Committee begins review and scoring of applications	
May 14, 5:30 pm	Park and Recreation Commission meeting <ul style="list-style-type: none"> • Hear presentations from applicants 	Public Meeting
May 18, 5:30 pm	Special Park and Recreation Commission meeting <ul style="list-style-type: none"> • Receive SMSF Evaluation Committee scoring • Make grant award recommendations 	Public Meeting
May 21	Staff deadline to submit Board of Supervisors agenda item for inclusion in BOS agenda	
June 9	Board of Supervisors meeting to consider Commission's recommended grant awards	Public Meeting

Motion to approve the schedule (Leong) and second (Riddle). Motion passed unanimously.

9. Committee Reports: There were no committee reports.

10. Public Comments

Jerry Emmanuelson from Suisun Natural History Association asked whether the definition of Wildlife Assistance on page 8 would include signage.

Hermesmeyer said the details presented on page 19 of the Procedural Guide might provide more guidance.

Emmanuelson also asked how Studies on the Long-Term Preservation of the Suisun Marsh be funded as an eligible project, because it does not have a definable conclusion.

Hermesmeyer explained that p. 20 of Procedural Guide specified that a study needed to include monitoring, an observation of a condition, and a report of that condition and a recommendation of action. That would conclude the study for the purposes of this funding.

Staff Sykes stated the Board of Supervisors had added this project category to the SMSF program. It was not in the original recommendation from the Park & Recreation Commission.

11. Review Video: “Endangered Species -- California Fish and Game Wardens”

Staff introduced the video and stated it was made possible through a grant from last year’s Solano County Fish and Wildlife Propagation Fund and other County Fish and Game Commissions.

12. Confirm next regular meeting of May 14, 2009 at 5:30 pm, and Adjourn



AGENDA SUBMITTAL TO SOLANO COUNTY PARK AND RECREATION COMMISSION

ITEM TITLE	COMMISSION MEETING DATE	AGENDA NUMBER
Staff Report: Park Activities Report		
(Informational Only)	March 12, 2009	5
Staff Contact:	Dan Sykes, Parks Services Manager	
Phone:	784-3118	
E-Mail:	drsykes@solanocounty.com	

DISCUSSION:

PARKS ACTIVITIES REPORT

1. Attendance and Revenue Tracking: Staff has compiled partial figures to track park attendance and revenues, so they can be compared to previous years, and so Staff can target our marketing and event-planning efforts. The attendance estimate for Fiscal Year 2007-2008 is attached. The in-progress tracking spreadsheet for Fiscal Year 2008-2009 is also attached.

Attendance appears to be slightly lower than last year's for this time of year. Possible reasons may be the rise in gas prices or uncertain budget concerns may have curtailed recreational travel, and construction at Lake Solano. Conversely, attendance may see a bump in late spring with the anticipated press attention that will accompany the Nature Center grand opening.

2. Significant Park Activities: At **Sandy Beach Park**, two sewage pumps at the south campground restroom stopped working due to age and wear and were replaced in late February. In addition, the sewage pumps in the boat launch restroom will be repaired in late March 2009.

At **Lake Solano Park**, construction is winding down on the Lake Solano Nature Center. A certificate of occupancy has been issued, and the Ranger Staff moved in the week of March 2. Ongoing interior work that will be happening during March and early April includes the set-up of the three aquariums, installation of new furniture, and installation of a mobile exhibit on loan from Sacramento County Parks, called "Wild About Wetlands." A Grand Opening is scheduled for Wednesday, April 22, at 2:00 pm (save the date). Invitations will go in the mail the week of March 16.

At **Lake Solano County Park**, a project to replace and repair sewage pumps is also underway at this park, with pumps in the campground being replaced, and pumps on the day use side being repaired.

At **Lynch Canyon Open Space**, a full slate of tours and activities is planned for this spring and summer. Featured events are a Kite Festival on April 19 and the 2nd Lynch Canyon Trail Run on May 30, 2009.

*AGENDA ITEM # 6 from AGENDA of MARCH 12, 2009
Solano County Park and Recreation Commission*

NOTE TO COMMISSIONERS:

***Newly proposed fees are shown in WHITE on the attached Fee Schedule.
SHADED fees are existing fees that will not be changed.***

**PARKS AND RECREATION
FY 09/10
RECOMMENDED FEE SCHEDULE JUSTIFICATIONS**

There are a number of new fees that have an increase for non-county resident use of County Park facilities, a surcharge that is similarly charged at other park agencies for non-resident users. This increase addresses the fact that Solano County Parks, which are supported by County resident tax dollars, are also used by non-County residents. The revised fees for non-county residents are numbers: **008, 010, 012, 014, 016, 018, 020, 022, 029, 032, 035, 037, 039, 041, 048, and 050.**

Three new **reduced** fees are proposed. Two fees are reduced for smaller groups using the Lake Solano Park Youth Group Area. These fees reduce the charge for small groups of 20 people or less, who have less impact on staff resources and facilities than larger groups. In addition, the bus parking fee is proposed to be waived for publicly funded school activities. These are Fee numbers **006, 021 & 049.**

Two new fees have been added to account for the practice of campers who hook up multiple recreational vehicles to the electrical and sewer hook-ups in a single campsite. The fees account for the additional electricity and sewage pumping costs associated with this use. These Fees are numbers **030 and 033.**

A new fee is added for boat launching at three of the parks. This is a modest fee to partially offset the maintenance costs of aging ramps and docks used for boat launching, and is comparable (or less) than launch fees charged by comparable marina facilities and park agencies. This is Fee number **056.**

New fees have been added related to holding events in the parks, including an event permit processing fee, an hourly fee for dedicated Ranger services, and fees to allow for rental of the Lake Solano Nature Center, which is newly completed (room rental, set-up, and associated fees). These fees are based on a review of fees charged by other comparable park agencies, and include reduced rental fees for non-profit groups and public agencies. These are Fee numbers **057-067.**