

**SOLANO COUNTY PARKS AND RECREATION COMMISSION  
MINUTES OF THE MEETING OF  
July 13, 2023**

**County Administration Center – MP Rooms 1600-1620,  
1<sup>st</sup> Floor, 675 Texas Street, Fairfield  
10:00 a.m.**

**Members Present:**           **Chair Mike Alvarez  
Vice-Chair Michael Whited  
Commissioner Robin Leong  
Commissioner Donta Kendrick**

**Members Excused:**       **Commissioner Terry Riddle**

**Staff Present:**           **Parks Manager Chris Drake  
Clerk Melissa Catron**

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

Chair Alvarez called the meeting to order at 10:02am. A quorum was confirmed.

**2. Approval of the Minutes**

The meeting minutes for May 11, 2023 were approved with one correction.

**3. Approval of the 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. FWPF Process Discussion**

Parks Manager Chris Drake reported that the application and contracting process for the FWPF grant is as streamlined as it can get. He also reported that on August 1<sup>st</sup>, the announcement will be made that from 9/1/2023 – 9/30/2023, the 2023/24 Fish and Wildlife Propagation Fund grant will be open for application. Communication will be sent via emails to past applicants, as well as posting on websites, and a press release.

A sub-committee will be selected during the September 14, 2023 Parks and Recreation Commission meeting; when the application cycle ends on 9/30/2023, the applications received will be sent to the sub-committee for review; the sub-committee will then bring forward their award recommendations in the November 9, 2023 Parks and Recreation

Commission meeting. The award recommendations will then go before the Board of Supervisors for final award approval prior to December 2023.

## **7. Staff Report**

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

Chris Drake reported that year-end revenues reported in at 124% of the target for the 2022/23 fiscal year. Total attendance is conservatively estimated at 199,650 visitors, Parks Staff feel the attendance numbers are closer to 265,000 visitors. Staff have been heavily impacted by the traffic to the parks. To try to get a more realistic idea of overall attendance in the Parks, Chris stated he will be launching a survey of actual attendees per vehicle/use-type in 2024.

Attendance and revenues are high, but parks staff levels are low; recruitment for Park Aides has been challenging this season, it is still on-going to fill the vacancies at Sandy Beach Park and Lake Solano Park. Parks Staff is working with Human Resources for ideas to create more support staff within Parks, as well as how to make the Park Aide position more attractive to prospective applicants.

### **B. Status Updates**

Public Access: Chris reported that despite the lack of staffing and record attendance, the first two major holidays within the parks were met with minimal challenges for staff.

Projects and Initiatives: There are currently multiple projects underway within the Parks. Parks is working with the Public Works sign shop to replace Regulation and Informational signs within the parks. Some signs need updating, whereas others are worn or damaged. Staff is continuing to work on maintaining the fire breaks due to peak fire season within the parks. Staff is targeting 2024 for paving and plumbing projects at Lake Solano Park. Chris reported that if the projects continue to move along on schedule, the wastewater and potable water systems upgrades as well as the campground paving project should be complete by December 2024. Interviews for Park Aide (Extra Help) were held on 7/12/2023; there was a good pool of candidates, hoping to have some new Park Aides starting in the Parks next month.

### **C. Open Space Discussion**

Solano Land Trust approached the Parks Division to help determine an operations plan for the Patwino Worrtila Kodoi Dihi property opposite Rockville Hills Regional Park. The Patwino property consists of 1500 acres rocky terrain, pending public access; currently accessible only through docent-led tours. Solano Land Trust has located the operational funding needed and has asked Solano Parks to potentially partner with them to operate the Park. The Patwino project and operations plan is now going before the Board of Supervisors on July 25 to decide whether they want to move forward and have Solano Parks partner with Solano Land Trust on this project. If the contract is adopted, Solano Parks will be contracted to provide public access services to this park.

Discussion was made on the history of the partnership between Solano Land Trust and Solano Parks, as well as Lynch Canyon Park.

## **8. Confirm date of next regular meeting on September 14, 2023 and Adjourn**

The next Commission meeting was confirmed for September 14, 2023. Since there was no further business, the meeting was adjourned at 11:09am.