



# COUNTY OF YOLO

*Mindi Nunes*  
Director of Administrative Services

## Office of the County Administrator

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### PARKS, RECREATION AND WILDLIFE ADVISORY COMMITTEE

#### Summary of Minutes

May 2, 2011

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**Members in Attendance:** Kirk Alexander, Andrew Fulks, Gerald Hartwig, Jennifer Henning, Patrick Reynolds, Catherine Portman

**Members Absent:** Robert Beggs, Carolyn Hinshaw, Kent Lang, Josh Martinez

**County Staff in Attendance:** Supervisor Don Saylor, CAO Patrick Blacklock, Mindi Nunes, Laura Liddicoet

**Others in Attendance:** None

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#### 1. CALL TO ORDER

Chair Fulks called the meeting to order at 6:33 PM.

#### 2. ADOPTION OF AGENDA

The agenda was adopted as proposed.

**Motion: Henning. Second: Alexander. Ayes: ALL**

#### 3. ADOPTION OF MINUTES

The minutes of September 2010 were adopted.

**Motion: Alexander. Second: Hartwig. Ayes: ALL**

#### 4. PUBLIC COMMENTS

Yolo County's County Administrator Patrick Blacklock and Yolo County District 2 Supervisor Don Saylor introduced themselves.

#### 5. REGULAR AGENDA

5.1 Director of Administrative Services, Mindi Nunes addresses PRWAC regarding additional department organization and restructuring that took place in January/February 2011: Ms. Nunes, explained the CAO, HR, General Services reorganization that took place in January/February 2011, in which Parks, as a division of the General Services Department, was transferred into the newly formed Administrative Services Department.

5.2 2011/2012 Budget by Parks Staff: Ms. Nunes, reported that the initial formation of the Parks budget for the 2011/12 fiscal year has been submitted without major cuts. She explained that a secondary budget may have to be formed later in the fiscal year, depending on budgetary actions taken at the state level.

5.3 Revenue generation for the Park Division by Parks staff: Ms. Nunes, reported on several ideas currently being explored by the Parks division.

- 5.3.1 Camping expansion: Ms. Nunes shared plans for the division to pursue grants allowing for expansion of the campground facility at Cache Creek Middle Site. Staff are interested in providing camping at the Cache Creek lower site, provided it can be accomplished by grant funds, with no capital investment required by the County. The committee supported camping expansion and suggested consideration of Camp Haswell, Valley Vista and near boat launches.
- 5.3.2 Navigable Waterways ordinance: Ms. Nunes reported on the divisions work to issue a commercial waterways ordinance along Cache Creek. The passing of this ordinance would require all concessionaires utilizing Cache Creek to pay fees required to the County for upkeep of the area and necessary maintenance work that is required. The committee recommended the County pursue an ordinance that has broader applicability than a navigable waterways ordinance, for example a commercial use of property ordinance that would cover all types of uses on county property (i.e. guided fishing, ice cream sales, photos, t-shirts, etc.)
- 5.3.3 OHV Park: Ms. Nunes reported that one option for increasing revenue would be to establish an OHV park. The committee recommended pursuit of a planning grant which would allow the County to begin developing a plan for the development of an OHV park within the boundaries of the County. The committee was eager to support pursuit of these funds, but was quick to recognize that a great deal of time and consideration will have to go into choosing the location for this site. They further recommended that the county think more broadly about the OHV park to include passive areas and camping opportunities.
- 5.3.4 Grasslands/Airforce Site Concessionaires and Solar Energy projects: Ms. Nunes explained two distinct option to fund the federal monitoring requirements that are required at Grasslands Regional Park:
- 5.3.4.1 Grasslands Concessionaires: The leases for both the Bowmen and Soaring Society are both currently under review and being renegotiated at a new rate. The new lease agreements will be taken to the Board of Supervisors before the close of the fiscal year.
- 5.3.4.2 The committee requested an update on the current usage and plan implementation for the dog park at Grasslands and requested information on the conservation easements at Grasslands.
- 5.3.4.3 Solar Energy Projects: Ms. Nunes reported that the idea of placing solar energy panels somewhere on the Grasslands/Airforce Site Property. She also explained the ways in which the County was planning to finance these panels, with either QECB, CREB or Academy Bonds. The Committee was interested in placing any panels on pre-existing footprints from the prior buildings on the Airforce property, and preferred financing the project through Academy bonds, which require an educational component to be accessible to local school districts.

*Committee Member Portman made a motion that the PRWAC should support staff in the pursuit of Academy bonds for the purpose of financing any solar energy project that may take place on County Parks property.*

**Motion: Portman. Second: Hartwig. Ayes: ALL**

- 5.3.5 Friends of the Park: Ms. Nunes shared the idea of forming "Friends of the Park" groups for each park within the County. The goal of these groups would be to take responsibility for some of the upkeep. The committee seemed receptive to the idea.
- 5.3.6 Putah Creek Trails: The Committee suggested pursuing a parking ordinance along State Highway 128. An ordinance would allow for cars parked along Highway 128 to be ticketed, forcing them to utilize and pay for parking in the Putah Creek Access Points parking lots. The Committee also requested an inventory of trails at Putah Creek for the next PRWAC meeting.

5.3.7 PR of Parks: The committee recommended that the county make marketing of the park system a priority and offered suggestions including enhanced website features, Yolo County Parks logo, uniformity among parks identification, and greater street signage to point users to our parks. Ms. Liddicoet announced that the Parks Division would be utilizing the assistance of summer interns to enhance the website.

5.4 Parks & Open Space Master Plan updates by Parks staff: Ms. Nunes reported that an update to the Master Plan is due in 2011, but reported that the division would like additional time to start the project, due to grant obligations.

5.5 Discussion regarding timing of future PRWAC meetings by Parks staff: Ms. Nunes reported that as a result of the informal survey Committee members completed online, Mondays at 6pm appeared to be the best time for meetings. The Committee stated it would like to meet monthly for the next few months, understanding of a summer break. Staff will schedule the June meeting via email.

5.6 PRWAC committee expirations/appointments/reappointments and Chair and Vice chair elections for 2011 by Parks staff: The Committee named Robert Beggs and Carolyn Hinshaw, Chair and Vice Chair, respectively.

*Chair Andrew Faulks made a motion that the PRWAC appoint Robert Beggs, Chair and Carolyn Hinshaw, Vice Chair for the 2011 year.*

**Motion: Faulks. Second: Henning. Ayes: ALL**

## 6. STAFF UPDATE (Information below was provided by Nunes unless noted otherwise).

6.1 Report of State Grant Activities for Prop 40, 50 funded improvements: Staff has completed all but minor details on all improvement projects funded by Prop 40 and 50. All paperwork for reimbursement of these projects has been submitted to the state agencies, as required by the grant agreements. There remains significant in-house paperwork to be completed, as all the grant projects will be audited by the state.

6.2 Grasslands Regional park lease agreements: As mentioned earlier in the meeting, staff is in the process of renegotiating these leases and expects to take them to Board of Supervisors for approval prior to the conclusion of the 2011 fiscal year.

6.3 Knights Landing boat launch improvements (Dept. of Boating & Waterways funded): Staff has experienced delays in this project, due to eleven separate organizations claiming jurisdiction on parts of the land. However, these issues are being handled and the project continues.

6.4 Clarksburg Boat Launch (Dept. of Fish & Game/Wildlife Conservation Board funded): Staff reports that this project continues, with issues regarding easements. Pacific Gas and Electric is requesting an easement. Committee members suggested a discussion with Supervisor McGowan regarding a Friends of the Clarksburg Boat Ramp group to assist with reducing vandalism.

6.5 Putah Creek Park sites improvements (Dept. of Fish & Game/Wildlife Conservation Board funded): Staff reports that work on these improvement projects continues. For those projects that have concluded, irrigation remains a high priority for staff as summer begins.

6.6 Parks staff priority projects: Staff reports that continuing to manage outstanding grants, secure lease agreements with concessionaires and navigable waterways ordinance are priorities for the division.

6.7 Other parks, recreation, or wildlife related matters: Nothing to report at this time.

## 7. COMMITTEE MEMBER REPORTS

Andrew Fulks stated that Eagle Scout, Peter Allmon, completed a project was at Valley Vista- there is now a picnic table at the top.

Jennifer Henning recommended that we pursue as many grants as is practicable.

**8. ITEMS FOR FUTURE AGENDA'S:**

**8.1** Inventory of trails throughout the Putah Creek Access Points

**8.2** Parks & Open Space Master Plan update.

**9. ADJOURNMENT**

Chair Fulks adjourned the meeting at 8:25 PM. The next regular meeting of the PRWAC will be scheduled by email.

Respectfully submitted by:

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