



SAN BENITO COUNTY PARKS AND RECREATION COMMISSION

Don Kelley Chair District 1	Jim West District 2	Daniel Dungy District 3	Ray Pierce Vice-Chair District 4	Estevan Guzman District 5	Janie Lausten Historical Society	Fred Pagaran Vet's Park	Talia Gonzalez Youth Rep. San Benito HS	Kyle Vallejo Youth Rep San Benito HS
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San Benito County Board Chamber – 481 4th Street, Hollister, CA 95023

REGULAR MEETING ACTION MINUTES June 17, 2008

1. Call To Order at 5:40 p.m. by Chairman Don Kelley

A. Pledge of Allegiance: The Pledge of Allegiance was led by Commissioner Kyle Vallejo.

B. Roll Call:

Commissioners Present: Don Kelley, Jim West, Janie Lausten, Talia Gonzalez, Kyle Vallejo, and Estevan Guzman.

Commissioners Absent: Fred Pagaran and Ray Pierce.

Staff Present: Jerry K. Lo, P.E., Director of Public Works; Janelle Cox, Management Analyst, Administration; Terry Hill, Temporary Staff Analyst; Ken Nattell, Facilities and Grounds Manger; and Kathy McShane, Office Assistant III.

C. Acknowledge Certificate of Posting: The agenda was posted on June 12, 2008 at 1:00 p.m. at the Library, Courthouse and Administration Building.

2. Public Comment None

3. Staff Announcements

Status of the Parks & Recreation Website: Terry Hill reported that Information Technology had received the web pages from Talia Gonzalez with some suggested changes. Terry will make a few changes to the text and photographs.

4. Commission Announcement, Introductions, and Presentations

Chairman Kelley welcomed Talia Gonzalez, Youth Representative, back to the Commission since she was reappointed by the Board of Supervisors. He also welcomed the newly appointed Youth Representative, Kyle Vallejo. Kyle said a few words about his background, and that he appreciated the opportunity to serve on the Commission. He will be a junior and is an athlete at San Benito High School.

5. Consent Agenda

Approve the Parks & Recreation Commission meeting minutes of May 20, 2008.

Upon motion duly made by Commissioner West and seconded by Commissioner Guzman, the minutes of May 20, 2008, were unanimously approved.

6. Continued Items

None

7. Discussion Items

A. Capital Improvement Projects

1) Spring Grove School Joint Use Facility Plan:

The School Board met and was presented with options developed by the school district staff. They came up with a revised plan to send to the Commission for approval. Mr. Andrade explained that the school board would see the final plan at the next meeting, pending approval of the Commission. The project should go out to bid in 6-8 weeks and construction is estimated to start in late October.

Lee Steinmetz stated the project would be proposed in two phases, and he outlined each phase. The total cost may be as high as \$1.5 million, with Phase I costing \$750,000. Chairman Kelley noted that the purpose of placement of the Capital Improvement Projects on the agenda is to allow the Commission a final chance to review the project before it goes out to bid, and to ensure projects meet the original criteria.

2.) Dunne Park South Ball Field, a joint project with the City of Hollister:

Chairman Kelley handed out a drawing of the proposed work at Dunne Park. He said the drawings had been done 6-8 years ago and would need updating. The main purpose of the ball fields would be for 5-8 year-old T-ball practices. The Commission is looking for projects that will create positive, immediate impacts on existing facilities.

The Commission was reminded that they had about \$309,000 left in Proposition 40 grant funds. Staff reminded them that the Bertha Briggs remodel was still on hold, as well as lighting for Vet's Park. Chairman Kelley would like staff to contact the City of Hollister regarding the project costs, the proposed partnership with the County, and report back at the next meeting.

Upon motion duly made by Commissioner West, seconded by Commissioner Gonzalez, and unanimously approved, the Commission voted to direct staff to speak with the City of Hollister representative regarding this joint project and bring a report back to the next meeting.

B. Parks and Recreation Master Plan (PRMP)

Janelle Cox stated this would be a regular item on the agenda until the PRMP is finished. The Project Team will meet on the first Wednesday of every month at the Sunnyslope Water

District office, reporting to the Task Force. This Commission will act as the Task Force, implementing the PRMP at each of its regular meetings.

Lee Steinmetz, of Bellinger, Foster Steinmetz (BFS) is the consultant for the development of the Parks and Recreation Master Plan. He handed out the *Strategic Plan for the San Benito General Plan Update, Draft Work Program Report* dated March 2008 (Attachment A). He reviewed several items in the document, including the purpose, emerging themes, preservation and land use policies. He also handed out the San Benito County Environmental Resources and Constraints Inventory (Attachment B). Lee noted that in this information are examples of existing policies and information and provides a baseline for the Task Force to work from. Highlights:

- P3, Policy 23, Bicycle Pedestrian Paths - Think about this, how delineate, county's role
- P3, Policy 5, Encourage Private Development - Think about this.
- P5, Goal 9, Consider incorporating this statement – good overall statement
- P7, Policy 50, Historic Structures – consider County role
- P8, Policy 56, Ratio Population to parks – how determine this? Important standard

The Commission was encouraged to thoroughly read through the documents and the information will be revisited at the next meeting.

A brainstorming session was held to come up with goals that are important to the Commission. Additionally, the Recreation Program Matrix to be used by the intern to gather data was distributed and discussed. Mr. Steinmetz noted that the Park Facility Matrix would be emailed to the Commission to review and provide comments within one week. The matrices will be used to identify existing facilities and programs and gaps.

A proposed schedule for implementation of the PRMP was also distributed. The new Intern we have hired will be taking an inventory of the current recreation programs in the County as a first step in the process.

Mr. Steinmetz asked the Commissioners to report on the input they had received from the public. Kyle read the responses he had received, as did Talia Gonzalez and Chairman Kelley. These were written down and summarized under “What are your expectations for parks and recreation in San Benito County?” (Attachment C).

Janelle said the Commission would spend about one hour on implementation of the PRMP, serving as the Task Force, at each regular meeting. It was further noted that July and August are going to be very important meetings as the Task Force develops a vision, policy statements, reviews the data regarding existing programs and park facilities and identifies goals and strategies.

8. Adjournment:

Upon motion duly made by Commissioner West, seconded by Commissioner Guzman and unanimously approved, the meeting was adjourned at 7:50 p.m.

The next meeting will be held on July 15, 2008.