



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
-----------------------------------	------------------------	----------------------------	--	------------------------------	--	----------------------------	---	--

San Benito County Board Chamber – 481 4th Street, Hollister, CA 95023

REGULAR MEETING ACTION MINUTES August 19, 2008

1. Call To Order at 5:30 p.m. by Chairman Don Kelley

1.1 Pledge of Allegiance: The Pledge of Allegiance was led by Commissioner Pierce.

1.2 Roll Call:

Commissioners Present: Don Kelley, Ray Pierce, Jim West, Janie Lausten, Fred Pagaran, Daniel Dungy, Talia Gonzalez, and Kyle Vallejo (arrived at 6:50 p.m.).

Commissioners Absent: Estevan Guzman

Staff Present: Janelle Cox, Management Analyst, Administration; Terry Hill, Interim Staff Analyst; Ken Nattell, Facilities and Grounds Manger; Enedina Ruiz, Intern, and Kathy McShane, Office Assistant III.

1.3 Acknowledge Certificate of Posting: The agenda was posted on August 14, 2008 at 12:30 p.m. at the Library, County Courthouse, and County Administration Building.

2. Public Comment

None

3. Staff Announcements

3.1 Status of the Parks & Recreation Website:

Terry Hill stated that the website pages were ready, and submitted to IT Department today, and should be live today or tomorrow. A link was put into the SB County website under the Public Works Department page to the P&R Commission's website. Terry will send out an email when it is ready to let everyone know, and if anyone has any changes or corrections, please let him know. Commissioner Pierce suggested having a link for direct contact with Commissioners on the site. Terry said emails go to through the County website first, and then to the Commission. Chair Kelley said the City of Hollister has a link on its main website so the public doesn't have to go to another department first. Terry said that it was decided to have an email account for the Parks and Recreation Commission, and then the County would forward it to all Commissioners. He suggested giving this a try and if it doesn't work it can be changed.

Janelle asked that there be a link to the Pinnacles site, because they are updating their website also. Janelle will work with IT and request that a link to the Parks and Recreation Commission and the Parks and Recreation Master Plan Community Survey be located on the opening page of the County's website.

4. Commission Announcement, Introductions, and Presentations

4.1 Appoint Jim West and others to General Plan Advisory Committee

This item was on the agenda as an announcement that Jim West is appointed to the General Plan Advisory Committee.

5. Consent Agenda

5.1 Approval of Minutes of July 15, 2008 meeting.

Upon motion duly made by Commissioner Pierce and seconded by Commissioner Pagaran, the minutes of July 15, 2008, were approved. Chairman Kelley, Commissioner Pierce and Commissioner Gonzalez abstained as they were not at the July 15 meeting.

6. Discussion Items

6.1 Proposed City/County Projects – Dunne Park project cost breakdown:

Terry Hill met with Marcello Orta on Thursday, August 14, and received a diagram of the park, which Terry distributed to the Commissioners. Terry handed out a spreadsheet of the Capital Outlay Projects, showing that there was \$309,200 left in the Proposition 40 Per Capita Grant allocation. The City of Hollister wanted \$200,000, but Terry asked them to consider less. Terry will put together a more formal report for the next meeting, and reviewed the proposal as it is now.

Chairman Kelley requested a more itemized breakdown of components versus the labor costs, and what the City is willing to pay. Commissioner West said curb, gutter and sidewalks are the City's responsibility. Chairman Kelley agreed not to include curbs and gutters. Commissioner Pierce was concerned about fencing people out of the park, and that the side along 7th Street should be left completely open. Terry explained the reasoning for fencing.

Chairman Kelley directed staff to look into deleting curbs and gutters, reducing fence height to 3', and identify costs by element and the portion to be provided by the City. Terry urged the Commissioners to drive by the park and look at what is there now.

Jerry Lo reminded the Commission that Bertha Briggs building still needs improvements to abate dangerous and unsanitary conditions. There is about \$10,000 in revenue coming in annually, but if the building is not rentable, revenue will be lost. Commissioner Lausten asked if this revenue is allocated to maintain the building. Jerry said all revenue went into the General Fund. Chairman Kelley asked that an accounting of the revenue earned be brought to the Board of Supervisors for its consideration in allocating the money back to the Bertha Briggs improvements.

6.2 Capital Improvement Projects – No updates.

6.3 California Parks and Recreation Society Annual Conference

Registration forms were sent to each Commissioner last month. The Early Bird registration deadline is September 12. The Conference takes place on March 3-6 in Santa Clara County. The County will pay the registration fees for Commissioners, but since it is close to home, no overnight lodging is approved. There is a possibility of carpooling with County vehicles to the Conference. Commissioner West said this was a very worthwhile conference, even if only part of the conference is attended. Please let Terry know if you are interested in attending this year.

6.4 San Justo Reservoir Future Use

Chairman Kelley said this item was placed on the agenda at Supervisor Don Marcus' request. Mr. Marcus was concerned about risk factors after the treatment for zebra mussels is done. Mr. Marcus also suggested introducing a rental element into the Master Plan for having the County purchase and rent fishing boats that would stay at the reservoir. Staff has records of fees collected there so that we can get an accounting of the use of the lake and income it brings now.

Commissioner Dungy said he would like the Fish and Game Department involved before making a decision on this. The Commission requested a copy of the staff report that Susan Thompson made to the BOS in July for review, and bringing this topic back for further review.

7. Parks and Recreation Master Plan (PRMP)

7.1 Minutes from August 6, 2008 Project Team Meeting.

The Commissioners have had a chance to review the minutes of this meeting, which were sent out in their packets.

7.2 Review of and Recommendations on Master Plan Purpose, Vision, and Goals and Objectives. Janelle Cox introduced Lee and Elka to the Commissioners that were absent at the last meeting. Lee reviewed the Goals and Objectives compiled from the brainstorming sessions.

There was much discussion regarding the rural quality of the County and if the Master Plan wants to encourage development in the urban areas. Also, since most of the development is focused in city limits, should that function remain with the cities and the County assume a coordination role, with partnerships in the County, possibly contributing to capital improvements.

The following regarding the logical role of the County in recreation was discussed:

1. Connect trails that currently exist
2. Develop a River Parkway (jointly with the City?)
3. Consider Master Plan being consistent and reinforce the General Plan policies, integrating greenbelt, hillside preservation, development credits, open space, etc.

A concern was expressed regarding the Parks and Recreation Commission developing policy that is perceived as areas of responsibility of the Planning Commission. Lee stressed that the Parks and Recreation Master Plan will be consistent with and reinforce General Plan policies. Janelle will ask the Planning Director to come to the next

Project Team meeting to discuss expectations and the relationship of this master plan and the County's General Plan.

7.3 Review and Recommendation on Existing Conditions Summary
Existing data reviewed and need to explore options to meet special needs populations.

7.4 Review of and Recommendations on Telephone Survey
Janelle introduced Tom Patricks and Jessica Polsky from EMC Research. Mr. Patrick and Ms. Polsky explained how the survey would be taken and the data to be gathered. The survey will be shared with staff and then to Ray and Don to review.

Upon motion duly made by Commissioner Pierce and seconded by Commissioner Dungy, it was agreed that Ray Pierce and Don Kelly would review the telephone survey questions. The motion carried unanimously.

7.5 Discussion on Community Meeting Schedule and Press Release

The Community Meeting schedule was discussed. One of the meetings is proposed for September 25 at the Veterans Memorial Building, in conjunction with the Bikeway Master Plan. It was suggested that a second meeting be scheduled, preferably on a Saturday morning. The Commissioners were urged to attend both meetings. Janelle will work with the COG to coordinate the community meeting schedule and get back to the Commission with the dates.

It was suggested that the Commission have a booth at the fair and have a web-linked lap top available that citizens can use to access a community input survey. This effort will provide an opportunity for additional community input. Janelle will research this suggestion.

Commissioner Pagaran that user fees at parks be included in the master plan. Lee indicated that that could be done, however, would depend upon authorization by the County for that additional work. Janelle suggested that the County research what other counties are doing and look at the County's current fee structure.

8. Adjournment:

Upon motion duly made by Commissioner Pierce and seconded by Commissioner Dungy and unanimously approved, the meeting was adjourned at 8:00 p.m.

The next meeting will be held on September 16, 2008.