



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 H S	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 November 18, 2008

1. Call To Order at 5:35 p.m. by Chairman Don Kelley

1.1 Pledge of Allegiance

The Pledge of Allegiance was led by Commissioner Lausten.

1.2 Roll Call

Commissioners Present: Don Kelley, Ray Pierce, Jim West, Janie Lausten, and Daniel Dungy.

Commissioners Absent: Estevan Guzman, Talia Gonzalez, Kyle Vallejo, and Fred Pagaran.

Staff Present: Janelle Cox, Acting Public Works Administrator; Terry Hill, Interim Staff Analyst; Ken Nattell, Facilities and Grounds Manager, and Kathy McShane, Secretary I.

1.3 Acknowledge Certificate of Posting

The agenda was posted on November 14, 2008 at 12:30 p.m. at the SB County Free Library, SB County Courthouse, and SB County Administration Building.

2. Public Comment

Tammi Ballew, with Hollister Dog Owner's Group, handed out a bound pamphlet to each Commissioner with information about the group. There are currently 157 members in the group. They are working with the City and the County to find a good location for a dog park. Included in the packet are pictures of amenities, costs, liability issues, events, and members of the group.

Commissioner Pierce asked if the group had talked to County Counsel yet. Tammi said they had been speaking with the City Attorney. Commissioner Pierce suggested setting up an appointment with County Counsel through staff. Tammi said she would do so.

3. Staff Announcements

Janelle Cox updated the Commission on the status of the Master Plan presented at the Board of Supervisor's meeting on November 4. Lee Steinmetz was present and spoke about the progress so far. It was noted that the Board directed to staff to remove the conceptual trail alignments, depicted by lines on the map. Staff was also instructed to work with the Cattleman's Association and the Ag Bureau.

Chairman Kelley said one area of concern for the Supervisors was that the Community Meetings had not reached all user groups for proper input. Chairman Kelley asked the Commissioners to help their Supervisors understand the process that had taken place, including extensive and thorough outreach through the phone survey, fair booth, and community meetings. Commissioner Pierce thought the Project Team had done a tremendous job of getting the information to and from the user groups.

4. Commission Announcements

Commissioner Pierce reminded staff to bring information on Hernandez Dam to the Commission, to see if it is a viable recreation area for public use. Staff will report back on this next month.

5. Consent Items

Approve minutes of October 21, 2008 meeting

Commissioner Pierce made a motion to approve the minutes of October 21, 2008. The motion was seconded by Commissioner Lausten and passed unanimously.

6. Discussion Items

6.1 Proposition 84 Grant Application

Janelle stated this was the Grant Application she had mentioned previously, and is a joint effort with the City of Hollister. Janelle said the Hollister Engineering group did an outstanding job of putting this application together. It is a \$1.3 million application for recreation and conversion in the River Parkway area. The grant also gives credit for land acquisition donated from Graniterock of 112 acres. Janelle will keep the Commission apprised of the progress. Chairman Kelley asked and Janelle confirmed that is a County project.

6.2 Capital Improvement Projects

6.2.1. Joint Use Agreements

6.2.1.1. Spring Grove School

Chairman Kelley attended the North County School Board meeting last week, at which the Joint Use Agreement was approved, as it was written. They are moving along quickly on the project with a few minor changes, but construction is on schedule. He said there was a tremendous staff at that school district, and he feels very good about this joint partnership.

Terry gave a brief staff report, stating the above agreement will go to the Board of Supervisors for their review and approval on November 25, 2008. There were some negotiations around maintenance.

6.2.1.2 San Juan Bautista

6.2.1.3 San Juan-Aromas School District

Terry briefly reviewed these two projects, stating they could potentially go to the Board of Supervisors on December 16. The Board approved \$50K for the design of the restroom at San Juan/Aromas Athletic Field, programming an additional \$150K in FY2009-10 to construct the restroom. Supervisor Botelho is proposing two restrooms for the price of one, working in partnership with the City of San Juan Bautista to complete the utility work for the projects. So, once the Joint Use Agreements are approved by the City and the school district, they should go on the same agenda, in order to request the additional restroom project. Terry said there were still negotiations going on but he did not foresee any major issues.

Commissioner Dungy asked if this would be on the consent agenda. Janelle said it would be place on the Regular Agenda because the budget has to be augmented. Commissioner Pierce asked if there was an issue with running out of time. Janelle said we had until 2010 to use the grant money. Ken Nattell, Facilities and Maintenance Manager, said because the restrooms were modular, the only time factor could be how soon they could be ordered and delivered.

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6.2.2 Project Status

6.2.2.1 Spring Grove School

Ken Nattell stated he had been attending the project status meetings with the District and the contractor, and was pleased that they are on schedule for a mid-December completion. All irrigation is in the ground and tested, and eight large trees have been planted. Two Change Orders have been approved: mitigation of drainage problems adjacent to the playground/walking track; and, the installation of artificial turf adjacent to the soccer goals to prevent damage in those areas. If the contractor continues working the way they have, project should be finished by December 12.

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6.3 Grant Allocation Policy - update

Chairman Kelley stated the subcommittee has been working on these policies. He asked the Commission to look at a survey and rank the conceptual projects by priority. The Commission took a few minutes to rank the projects by 1, 2, and 3 in importance.

Terry handed out the "Grant Allocation Policy Guidelines" the subcommittee had put together. He read each of the 15 items, and asked that the Commissioners pass on their thoughts to the subcommittee members. Commissioner West said it was a good outline.

7. Parks and Recreation Master Plan Task Force

7.1 Drawing for winner of Survey Participants

A drawing was held from names of all participants who took the Survey. Chairman Kelley pulled out the name of Jake Theyerl as the winner of a gift certificate to Big 5 Sporting Goods for \$100. When this is presented to him, the Commission asked that a picture and an article be sent to the local newspaper. Staff will do so.

7.2 Present and Discuss Trails Concept Map; and

7.3 Draft "Trail Planning and Design Guidelines"

Lee handed out an 11x17" map to all Commissioners. He said it was re-drawn after the Board of Supervisor's Meeting, taking out the proposed trail lines but leaving in existing trails. He has renamed the plan the "Trails Vision". He discussed the many ways of acquiring trail alignments, and he recommended using trail design standards. Lee said his company often uses the Santa Clara County "Trail Planning and Design Guidelines" as a reference. Commissioner Pierce asked Lee if he would prioritize the trails on the map from a planning point of view. He also asked that all the arrows be taken off the map, and instead show trail corridors. Commissioner Dungy said the arrows were confusing, but better than the lines for trails. Lee said it would be hard to prioritize the trails, because they are done as the land is acquired. Chairman Kelley appreciated the modifications, saying people wanted to preserve their heritage on private property, but it would not be possible to prioritize trails at this point in the process.

A discussion ensued on how best to show the trail corridors and what type of symbols to use. It was also suggested that proposed project boundaries be removed or designated as "unapproved" areas.

7.4 Short Term Phasing Menu

Elke presented the phasing "menu". Using the data gathered from the Community Meetings, nine short term projects were identified and the preferences for each item. The nine items are: San Benito River Parkway, a dog park, a community cultural center, improvements to Veterans and Historic Parks, a go-kart track, sports fields, Project Specific Master Plans, and organizational structure. She asked for feedback from the Commission.

Chairman Kelley stated some of the projects are easy to do, such as improvements at Historic Park. He felt Veteran's Park was being used to its maximum potential now, but that the River Parkway had great potential. He also said there should be several dog parks planned, and asked if anything had been done with the Klauer Park retention pond area. Tammi, of the Hollister Dog Owner's Group, said she would be speaking to Mr. Wittrey, City of Hollister, about that very soon.

Commissioner Dungy liked the "menu" concept, and asked for accessibility issues to be addressed, such as riding bikes to the Community Center. He also said a go-kart track could be put anywhere, such as at an industrial park.

Commissioner Pierce said we were already working on sports fields, and suggested combining the Cultural Center with the River Parkway project. He said Master Plans were needed for all parks.

Janelle Cox asked what the next steps would be on the Parks Master Plan. Lee said his team will be putting together a draft of the Plan, including costs and revenue, organizational structure, and options to be pursued. Chairman Kelley asked that the plan include projects that can be completed in one to three years, so the public could see short-term results. Janelle asked the Commissioner if they would like DMB, the developer of Ranch San Benito, to make a presentation to the Commission. Chairman Kelley said yes. Commissioner Pierce asked the Chairman to write a letter to the Hollister City Parks and Recreation Commission requesting a joint meeting on cooperative ventures.

The Commission took a 5 minute break at 7:30 p.m.

Commissioner Lausten read comments from the Historical Park Commission regarding signage at Historical Park. They felt there should be a sign stating the park was open 365 days per year, and a sign that was more visible from Highway 25, or on the east side of the creek. They also felt the "iron ranger" was a great idea, but should be more visible as one enters the park, maybe by placing a large sign stating "Pay Here". The Commission also suggested having an employee that moved around from park to park each day, such as the City of Monterey does, or having a camp host at the park to greet people and open and close gates. The Commission also suggested the fees collected from the park be returned to the park for maintenance needs instead of going into the County's general fund.

8. Adjournment:

Upon motion duly made by Commissioner West and seconded by Commissioner Pierce and unanimously approved, the meeting was adjourned at 7:40 p.m.

The next regular meeting will be held on December 16, 2008.