



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 Paganan 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 December 16, 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 Chairman Don Kelley.

1.2 Roll Call

Commissioners Present: Don Kelley, Ray Pierce, Jim West, Janie Lausten, Daniel Dungy, Talia Gonzalez, and Estavan Guzman (arrived at 5:35).

Commissioners Absent: Kyle Vallejo and Fred Paganan.

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

1.3 Acknowledge Certificate of Posting

The agenda was posted on December 11, 2008 at 12:30 p.m. at the San Benito County Free Library, San Benito County Courthouse, and San Benito County Administration Building.

2. Public Comment

Israel Godoy, a Hollister resident, spoke about the formation of a Hollister Roller Hockey team. He has addressed the City of Hollister Council and spoken with Clay Lee about his plans, and he wanted the County Parks and Recreation Commission to be aware of his intentions. He handed out three information packets detailing the basic set-up of the program, and would like any guidance or suggestions the Commission would like to make. He is in the early stages, but will keep the Commission informed of his progress.

James Sleznick brought the Commission up to date on the latest events on the De Anza Trail. He and a few others took a dump truck and front loader to the trail and spent two days picking up garbage, appliance, tires, and junk along the trail. They only cleaned as far as the loader could reach, but said the trail looked very nice now. Commissioner West stated the trail did look very good. Mr. Sleznick also said there is a Teacher-Ranger program going on

at the visitor's center that was going very well, and also thanked the Park Service for their generosity in helping with brochures and other items needed at the Trail.

3. Staff Announcements

Janelle Cox introduced Loretta Smith, the new Staff Analyst for Public Works. Loretta will be staff support for this Commission, as well as for the CSA's.

4. Commission Announcements

4.1 Presentation of Gift Certificate to Survey Winner Jake Theyerl

Chairman Kelley had presented the gift certificate from the Master Plan survey to Jake Theyerl last week, and Mark Paxton put a picture and nice article in the Pinnacle on Friday, December 12. Jake Theyerl works for the Institute of Wildlife Studies at the Pinnacles, and was very appreciative of the gift certificate. Commissioner Pierce suggested we start a scrapbook for the Commission, and Janelle agreed that was a very nice idea.

4.2 Presentation by Mike Roberts of DMB regarding proposed El Rancho San Benito project.

Mike Roberts, Vice President of Entitlements for DMB, thanked the Commission for inviting him, and gave a brief history of the company. He handed out a lengthy packet of information to each Commissioner. He quickly reviewed the proposed project, timeline, acreage, transportation, economics, and key components of the proposed project. If all goes as planned, DMB hopes to take this project to the voters in the general election in the fall of 2010. Mr. Roberts said he would be more than happy to come back to this Commission and hold a workshop on the Parks Plan for the development.

5. Consent Items

Approve minutes of November 18, 2008 meeting

Commissioner West made a motion to approve the minutes of November 18, 2008. The motion was seconded by Commissioner Pierce, and passed unanimously.

6. Discussion Items

6.1 Parks District Element

Chairman Kelley asked Janelle Cox if she had anything to report on this, but she said not yet. She indicated that a Task Order (within existing contract) had been issued to the Parks and Recreation Master Plan consultant to report on the elements and applicability of several organizational options, including: Cooperative Agreements, Contractual Arrangements, Joint Powers Authority, and Special Districts. Chairman Kelley spoke about the proposal being discussed to eliminate all Commissions and make them into districts instead. He asked the Commissioners to consider this and bring back their thoughts and ideas. Commissioner Pierce said the Supervisors he had talked to did not want to lose any Commission seats, but liked the idea of creating districts for funding purposes. The Commissioners also agreed that the Project Team should keep meeting after the Parks Master Plan is completed, and add members of the City of Hollister Planning Department and Parks Commission to the team.

6.2 Capital Improvement Projects

6.2.1 Project Status – Spring Grove School Athletic Fields update

Ken Nattell, Facilities and Grounds Manager for Public Works, reported that all elements of Phase 1 of the project were complete except for the laying of the sod, which could not be completed due to the rain. It would be laid as soon as the ground was ready. He also stated that the underground boring had been shifted to Phase 2 of the project. Chairman Kelley asked if a change order had been issued to the contractor; Ken said he would check on it.

6.3 Grant Allocation Policy

Janelle Cox stated the draft policy outline included in the packet was the result of two sub-committee meetings held between staff and three Commissioners, Don Kelley, Ray Pierce, and Dan Dungy. The principles have been organized into an Objective and Principles, with a point system to assist with grant requests. Commissioner Dungy said he had tried to make the outline more objective and included a point system to assist with decision making processes. Commissioner Pierce said this proposal meshed well with the Planning Departments. Chairman Kelley said he would be comfortable sending this outline to the Board of Supervisors. It was agreed this draft outline would be sent to the Board as information only. Janelle said it was important this go to the Supervisors as it would help them in the allocation of grant money.

6.4 Approve Parks and Recreation Commission meeting calendar for 2009

It was proposed that the Commission meetings will continue to take place at 5:30 p.m. on the third Tuesday of each month in 2009 in the County Board of Supervisors Chambers.

Commissioner Pierce made a motion to approve the meeting calendar for 2009. The motion was seconded by Commissioner Lausten, and passed unanimously.

7. Parks and Recreation Master Plan Task Force

Chairman Kelley asked staff if the consultants were going to include a few short-term projects that could be completed in the near future. Janelle indicated that she has not given direction to include the projects in the Adopted FY2008-09 budget as Short-Term Projects, but intends to do so.

Janelle noted that she submitted a Request for Legal Services to County Counsel regarding the Park Impact Fees, asking if the existing list of approved projects to be funded by Park Impact Fees could be abolished and the funds allocated to different park and recreation facility projects. Also wanted a definition of types of projects that are qualified for the funds – expanded needs and deferred maintenance type projects? Finally, can the funds be used toward projects in incorporated areas, if benefits to those in unincorporated areas can be demonstrated?

Janelle further noted that the consultant is working on the administrative draft of the master plan. Staff owes them information on Operations and Maintenance charges. Additionally,

the consultant would like a ball league focus group to obtain information from them on needs, which really was not obtained during the community outreach efforts.

There was discussion regarding the letter the Commission sent to the Planning Commission in October 2008, requesting the opportunity to review all development projects for parks and recreation facilities or other development projects which include park and recreation components and provide comment. Janelle reported that during a meeting with the County Administrative Officer and the Director of Planning and Building, a recommendation was made to establish a subcommittee that would review the projects and report to the Planning Commission via a report from Public Works staff. It was decided that was not the intent of the Parks and Recreation Commission role, per the supervisors appointing them, but that the Parks and Recreation Commission was to be the professionals on the development of park and recreation facilities in the County. Janelle will discuss with the Director of Planning and Building and report back to the Commission. This item is to be placed on the January Parks and Recreation Commission agenda for discussion.

8. Adjournment:

Upon motion duly made by Commissioner West and seconded by Commissioner Pierce and unanimously approved, the meeting was adjourned at 7:13 p.m.

The next regular meeting will be held on January 20, 2009.