



SAN BENITO COUNTY PARKS AND RECREATION COMMISSION

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| 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 | Rich Wagoner 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 February 17, 2009

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 Chairman Don Kelley.

1.2 Roll Call

Commissioners Present: Don Kelley, Ray Pierce, Jim West, Janie Lausten, Daniel Dungy. Talia Gonzalez arrived at 7:05 p.m.

Commissioners Absent: Kyle Vallejo, Estevan Guzman, Rich Wagoner.

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

1.3 Acknowledge Certificate of Posting

The agenda was posted on February 13, 2009 at 12:00 p.m. at the San Benito County Free Library, San Benito County Courthouse, and San Benito County Administration Building.

2. Public Comment

None

3. Staff Announcements

3.1 Status regarding Form 700 Statement of Economic Interest

Loretta Smith stated that the Board of Supervisors approved the completion of Form 700 by this Commission in Resolution 2008-14. The Form 700 will be issued by the Clerk/Recorder's Office, and must be returned to them by April 1, 2009. Staff will see that the Commissioners get these forms in a timely manner.

Loretta reminded the Commissioners that AB 1234-Ethics Training must be completed by all Commissioners if they have not yet done so. This training is done online, and a certificate is printed out when finished. Please send a copy of the completion certificate to her. It is due every two years, and all first-time Commissioner are required to take it.

3.2 Parks and Recreation Commission business cards

Chairman Kelley asked if it was possible for Commissioners to get business cards printed by the County, especially with the CAPRCBM Conference coming up in March. Janelle will check on the availability of funds and get back to him.

4. Commission Announcements, Introductions, and Presentations – Information Only

4.1 Report on the California Association of Commissioners and Board Members (CAPRCBM) Training

Janelle reported that she and three Commissioners attended this training on Saturday, February 14, and took away several good ideas. She learned that it is important that all Commissions hold annual retreats, to work as a unified team on plans and goals for the future. She suggested it would also be a great time to develop by-laws, which this Commission does not have.

The trainer strongly advised that the Commissioners take a few tours of the County to become more familiar with the facilities in their jurisdiction. Janelle also wants to form a Finance Subcommittee to help develop and track the Parks and Recreation budget. She also suggested that the minutes of the Parks and Recreation Commission meetings be sent to the Board of Supervisors upon approval. And finally, Janelle recommended having a representative from County Counsel present at Commission meetings as needed to advise them on legal issues. There was agreement on all of these items.

Commissioner Dungy thanked the County for sending him to the training, saying it was very informative and he enjoyed it. Commissioner Pierce suggested this training be mandatory for all new Commissioners. Chairman Kelley said he liked the idea of having County Counsel present at meetings. He also suggested putting mandatory training for new Commissioners in the by-laws when they are written. Commissioner West said he liked the idea of having public comments at the end of the meeting, and he also liked the Minority Report. He also liked the idea of re-stating motions before a vote to be sure everyone understands the motion.

4.2 C.A.P.R.C.B.M. Banquet Thursday, March 5, 2009. RSVP's due Monday, February 23, 2009.

Janelle reminded the Commissioners that there will be a banquet at the annual Parks and Rec Conference in Santa Clara on the evening of March 5. The cost is \$60 per person. None of the Commissioners were interested in attending.

5. Consent Items

5.1 Approval of minutes of January 20, 2008

5.2 Approval of Special Joint Meeting on January 27, 2009, Focus Group Workshop.

Commissioner West made a motion to approve the regular meeting minutes of January 20, 2009, and the Special Joint Meeting on January 27, 2009 for the Focus Group Workshop. The motion was seconded by Commissioner Dungy, and passed unanimously.

6. Discussion Items

6.1 Project Review Subcommittee Report

Don said there has been one meeting so far, and Lissette Knight will be giving an overview of one element of that meeting tonight.

6.2 Review of Subdivision Ordinance – Dedication of Parkland

Lissette Knight, Associate Planner, gave a Power Point presentation on the Subdivision Ordinance, specifically the dedication of park land. She read from the County Code, Section 23.15.008. Some of the issues were as follows:

- The general standard is 5 acres of property for every 1,000 residents shall be dedicated to neighborhood or community parks and recreational purposes;
- There is a formula for determining acreage to be dedicated, which were reviewed;
- There can be a fee in lieu of dedication, and the options were reviewed;
- There are procedures in place to implement fees and make sure the money goes to the right place;
- The Parks Manager is the Public Works Director or Administrator.

Attached is a summary of the points Lissette made in her presentation.

The Commissioners asked several questions of Lissette, which she answered. Chairman Kelley said that “pocket parks” had no benefit to the overall community, and that this ordinance needed major updating. Lissette agreed, stating that the current ordinance does not differentiate between public and private parks. She asked that the Commissioners review this section of the Ordinance and suggest corrections to make this a more effective condition of approval for final and parcel maps.

6.3 Regional Park Element Update, Question and Answer Session

Chairman Kelley said this draft element was going to the Board of Supervisors on February 24. It will be on the regular agenda so there can be discussion. Janelle suggested that Chair Kelley be present to answer any questions that arise. Janelle said they were asking for approval of the Park Element in concept, and that there was no money in the budget this fiscal year but there will be in FY 2009-2010. Chair Kelley asked if specific projects could be changed. Janelle stated the Ordinance and the Resolution for the Park Impact fees will not be changed. There is 2.5 million allotted for the Regional Park project.

6.4 Fiscal Year 2009-2010 Capital Improvement Program Budget

Janelle handed out the staff report to the Commissioners. She asked for discussion to prioritize and make recommendations for this year’s projects. She reminded them that Prop 40 money is on hold, but there is 2.5 million in the Park Impact fee fund. Even though the Bertha Briggs remodel and Monument Signs at Veterans Park were approved, there is no funding for them and these items will be dropped. Janelle suggested priority items be re-budgeted, or some of the \$309,200 be maintained for project specific master plans.

Janelle explained the fly-ball issue at Veterans Memorial Park. This has been an ongoing problem for several years, affecting at least three property owners adjacent to Field 2 at Veterans Park. When a ball is hit over the park's fence, children climb over the fence to retrieve the balls. This happens every weekend, but is especially bad when there is a Home Run Tournament on that field each year. The homeowners of three properties have reported this problem to Little League for several years and little has been done to alleviate the problem. Little League president Ed Moakler has spoken to the coaches, players, and homeowners trying to remedy this problem. The only solution he and the Veterans Park Commission have come up with is to put up netting in front of the affected properties to prevent the balls from going into their yards. At a cost of about \$25,000, neither Little League nor Vets Park have the funds to do this.

Ken Nattell spoke about the problems on the basketball courts, which need to be resurfaced. The broken lights have been addressed, and a coin operated timer control box is being proposed. These lights would also help light the skateboard park. Chairman Kelley asked if the basketball resurfacing can be a joint venture with the YMCA; Ken will check on this.

Ken gave a summary of the work that will be done on Bertha Briggs building in the near future, including a new cook top, gas line, ceiling drywall, and painting. Ken is working on getting the costs of these items put together. A discussion ensued as to whether to keep putting money into this building, and what the revenue is per year. They agreed to table this item until the figures can be pulled together. Commissioner Lausten felt it was important to have a facility that is affordable to everyone, to put some money into it, and maybe raise the fees a little to cover the costs of upkeep.

The Commissioners discussed the individual projects on the list. They felt the additional entry at Veteran's Memorial Park was a safety issue and should be taken care of first. The signs on Highway 25 at Historical Park have been talked about for a long time, and should also be done. The restroom at San Juan School and playground at Santa Ana school were discussed. The Commissioners wished to leave the four outstanding items on the list and re-budget them for next year. Janelle said she would get the numbers together and request an extension. If there is anything staff missed, please let Janelle know and she will add it to the list.

Janelle asked the Commissioners if they would be willing to help with the expense of the safety netting at Veterans Memorial Park in case they are asked by the Vet's Park Commission. Commissioner Pierce suggested moving the home run tournament to the large softball field, and to check with the City for availability of this field. Chairman Kelley had some concern about funding for netting on fields that are not accessible to the general public. The Commissioners were concerned about liability issues if someone should get hurt while chasing the flyballs. The Commissioners did not have a problem with the activities of Little League, only the deliberate effects of the home run derby which did not seem to be a "good faith" effort to remedy the situation. The league has to work to minimize the impact on the neighbors, not encourage it.

It was decided to send a letter to the Veterans Park Commission, directing them to ask Little League to "cease and desist" from any activity that causes conflicts with or danger to property owners or children. Janelle said staff will check on the liability issues with County Counsel.

Commissioner Pierce made a motion to write a letter to the Veterans Memorial Park Commission to direct Little League to cease and desist from activity that causes balls to go onto private property; the motion was seconded by Commissioner Dungy.

Commissioner West amended the motion to include any intentional activity that exceeds the boundary lines of Veterans Memorial Park; the motion was seconded by Commissioner Dungy, and carried unanimously.

After some discussion, the original motion as amended was approved unanimously.

The letter will be written and signed by Chair Don Kelley and sent to County Counsel for approval before sending it to the Veteran's Memorial Park Commission.

7. Parks and Recreation Master Plan Task Force

7.1 Master Plan Update, BFSLA summary report on the pros and cons of a park and recreation district.

This item is a draft summary of the findings from the Parks and Recreation Master Plan consultants on organizational options. A Parks and Rec district had been discussed, but it is not supported by the information the consultants had received. The consolidation of services for more efficiency is supported. The operation and maintenance of Veteran's Memorial Park could be a partnership or consolidation with this Commission.

Commissioner Pierce asked what staff thought about the Veteran's Park situation. Janelle felt that the two Commissions should sit down and discuss cooperation, possibly at a retreat or a joint meeting. Chairman Kelley suggested having quarterly meetings with Veterans Memorial Park. He would like to review the Use Agreements between Veterans Park, the City of Hollister, and the County. Commissioner Lausten felt the Board of Supervisors should also be invited to or involved in a any discussion between the two Commissions. Janelle said there are two Board of Supervisors already on the Veteran's Park Commission. Chairman Kelley said there should be delegated responsibilities on all aspects of the park. Janelle was not sure this was an issue to put in the Master Plan at this time. Chairman Kelley agreed, but said these issues had to be taken care of soon.

8. Adjournment:

Upon motion duly made by Commissioner West, seconded by Commissioner Pierce, and unanimously approved, the meeting adjourned at 7:55 p.m.

The next regular meeting will be held on March 17, 2009.