



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	Rich Wagoner Vet's Park	Sarah Bartholf Youth Rep. San Benito HS	Bianca Vasquez Youth Rep San Benito HS
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San Benito County Board Chamber – 481 4th Street, Hollister, CA 95023

REGULAR MEETING ACTION MINUTES AUGUST 18, 2009

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

1.1 Pledge of Allegiance

The Pledge of Allegiance was led by Chairman Kelley.

1.2 Roll Call

Commissioners Present: Don Kelley, Ray Pierce, Jim West, Daniel Dungy, Janie Lausten, Richard Wagoner, Sarah Bartholf, and Bianca Vasquez.

Commissioners Absent: Estevan Guzman.

Staff Present: Steve Wittry, Public Works Administrator; Janelle Cox, Management Analyst; Mike Hodges, Staff Analyst; and Kathy McShane, Secretary I.

1.3 Acknowledge Certificate of Posting

The agenda was posted on August 13, 2009 by 3:00 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 – Information Only

None

4. Commission Announcements, Introductions and Presentations – Information Only

Commissioner Pierce thanked the staff for putting the retreat together last Saturday. He said it was a good one. The other Commissioners agreed.

5. Consent Items

5.1 Approval of minutes July 21, 2009

Upon a motion made by Commissioner Dungy and seconded by Commissioner West, the minutes of July 21, 2009 were unanimously approved.

6. Discussion Items

6.1 Parks and Recreation Master Plan (Oral report)

Mike Hodges reported that the estimated cost for the CEQA document is \$2,430, but Lissette Knight is going to try to get the fee waived. Lissette also told him that the CEQA document was 45% completed and will be a negative declaration document. The draft plan will then go to County Counsel, then to the Clearing House for 30 days for public comment and review, then to the Planning Commission, and finally to the Board of Supervisors for adoption. Mike will continue to update the Commission on the status of the Master Plan.

6.2 Review and Discussion on the Commission Retreat

Chairman Kelley said the Retreat was great and lots of fun. Janelle reviewed the four main work plan goals that came out of the brainstorming session. These are: 1) implementation of a Regional Park; 2) establish public and private partnerships and relationships; 3) develop Parks & Recreation Month activities; and, 4) establish a development review process for subdivision ordinances. Janelle urged the Commissioners to speak up if they want to be on a sub-committee for any of these items. She would like to get started on accomplishing these goals by next year, or at least make a timeline and recommendations to the Board on the most important goals.

Steve Wittry said he would like to have a meeting between Mike Hodges and the sub-committee in the next two weeks, and will let Chairman Kelley know of his available dates and times. Commissioner Pierce said the ad-hoc committee might meet more often as needed to discuss land appropriations. Chairman Kelley said the committee would get staff up to speed at the first meeting. Steve said he would also be meeting with Art and Byron at Planning soon to get their buy-in on this project.

Janelle said the goal of public and private partnerships needs another meeting to determine what direction we really want to go. Development of partnerships with the Downtown Association, YMCA and City of Hollister as potential service providers of the Regional Park is needed. She suggested staff have a sub-committee meeting and bring it back to the Commission.

Commissioner West said it was time for Granite Rock to adopt Old Stage Coach Road again for another ten years, and get something in writing; Janelle agreed. Commissioner West said the dates should be changed on the current agreement to continue it for another ten years. He volunteered to be the one-man committee to report back to the Commission.

Commissioner Dungy suggested outreach could be as simple as sending the Parks & Recreation Commission's minutes to interested people. Chairman Kelley liked the idea of aggressively sending out information to the individuals in the focus group that attended the Master Plan meetings. Janelle also suggested a Commissioner attend a Hollister Downtown Association meeting to inform them of the Commission's accomplishments and promote future goals. Commissioner Pierce would like to have other groups, such as COG, send its minutes and agendas to us as well. Steve asked that each Commissioner forward a list of people he/she would like to see on the list to Mike Hodges, and he will compile it and bring to the next Commission meeting for approval.

Janelle reviewed the list of activities the committee put together for the Parks and Recreation Month celebration. Commissioner Vasquez volunteered to participate on the sub-committee, and was open to other Commissioners also. Commissioner Bartholf also volunteered to work on this committee.

Commissioner West would like to form a sub-committee of one for the re-dedication of the De Anza Trail. Chairman Kelley appointed him to that position. Commissioner West explained what the re-dedication would entail. This will come back to the Commission for a report each month. Chairman Kelley asked that, as events are planned, the other Commissioners volunteer to help in any way they can.

The final priority was to develop a review process for subdivision ordinances, which will be an on-going project. Lissette was instrumental in developing this, and another staff member should be assigned to this task since Loretta Smith is gone.

6.3 Regional Park

Mike asked the sub-committee to email any information they have to him regarding partner connections. The list of the partnerships can be an overlap of names from the General Plan focus groups.

6.4 Draft Housing and Park Guidelines

Mike presented a State Department of Housing and Park grant program, which will provide park money based on new housing starts within the county. In order to move forward with the program the county will need an approved housing element within the County General Plan. The current plan element for San Benito County needs to be reviewed and currently has a status of "In Review" at the state level. He will bring this back to the Commission when they are eligible for this money.

Chairman Kelley asked if staff needed an acceptance of the draft guidelines; Mike said this topic was more for information. Commissioner Pierce asked if the Master Plan would be in compliance once renewed. Mike said the revised document has not been accepted by the State yet. Commissioner Dungy asked if this was Federal money; Mike said he received this information from the State, and he would check on where the funding comes from. Available money could be up to \$300 per room for housing starts and up to \$1,000 per room for low income housing starts.

6.5 Public Outreach

Chairman Kelley said that the Commission had directed staff at the last meeting to draft an article for the newspaper. The article appeared in the Opinions section of the Free Lance on August 4, and was titled "Don't forget about our resources during Parks & Recreation Month." Chairman Kelley said there was much more we can do to reach the public. He would like to see a public dedication of the sports complex at Spring Grove School, and have it well publicized in advance.

Commissioner Dungy said the SBCPRC website has been updated and was a good source of information for the public. Commissioner Pierce suggested taking a camera with you everywhere, as there is a much greater chance of getting an article in the newspaper if there is an accompanying photograph.

Steve asked the Commission for ideas to get the public more involved. Commissioner West suggested making a presentation before a big gathering, such as a game, to get more exposure. Commissioner Vasquez suggested doing something before the annual Turkey Trot held each year at Spring Grove School. Commissioner Bartholf suggested putting ads on the movie screen at Premier Cinemas, and in the San Benito High School daily bulletin. Chairman Kelley suggested an “adopt a park or trail” program to help keep them clean and in good condition. Commissioner West suggested a clean-up day on the bike trail in Tres Pinos; Commissioner Pierce said he would ask Phil, of Flapjacks restaurant, to work with us on that.

6.6 Scrapbook

Chairman Kelley asked Commissioners to send any articles or pictures that they want to have in the scrapbook to Kathy McShane, and he thanked her for the work she has already done on the scrapbook.

6.7 Community Park in Tres Pinos

Commissioner Pierce said that he has talked to the pastor of the Immaculate Conception Catholic Church in Tres Pinos about converting their overflow parking lot into a children’s park. He said if we put improvements in, the Church will maintain them. A discussion followed about the size, cost and potential use of such a park. Steve suggested getting more details and bringing this back to a later Commission meeting.

Commissioner West made a motion to pursue finding out more about the possibility of making improvements to the Church parking lot as a park for small children. The motion was seconded by Commissioner Lausten, and was unanimously approved.

7. Adjournment

Commissioner West made a motion to adjourn the meeting at 6.30 p.m. The motion was seconded by Commissioner Pierce, and unanimously approved.

The next regular meeting will be held on September 15, 2009.