



# 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 4<sup>th</sup> Street, Hollister, CA 95023*

## REGULAR MEETING ACTION MINUTES SEPTEMBER 15, 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 Commissioner Bartholf.

#### 1.2 Roll Call

Commissioners Present: Don Kelley, Ray Pierce, Jim West, Daniel Dungy, Richard Wagoner, Sarah Bartholf, and Estevan Guzman.

Commissioners Absent: Janie Lausten and Bianca Vasquez.

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

#### 1.3 Acknowledge Certificate of Posting

The agenda was posted on September 10, 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. Consent Items

#### 3.1 Approval of minutes of August 18, 2009

*Upon a motion made by Commissioner Dungy and seconded by Commissioner Wagoner, the minutes of August 18, 2009 were unanimously approved.*

#### 3.2 Approval of Retreat minutes of August 15, 2009

Commissioner Dungy said he thought that under Section VI, Donor Recognition, it should state that “a plaque should be given for a donation of over \$5,000”, instead of \$50,000.

*Upon a motion made by Commissioner West and seconded by Commissioner Bartholf, the Retreat minutes of August 15, 2009 were approved with the correction noted above. The motion passed with six in favor and one abstention, Commissioner Pierce.*

#### **4. Staff Announcements – Information Only**

##### **4.1 Support of Pinnacles Park renaming**

Mike Hodges reported on the Board of Supervisor's action approving Resolution No. 2009-83, in support of the renaming of Pinnacles National Monument to Pinnacles National Park.

##### **4.2 County Issued ID Badges and Business Cards**

The use of ID Badges and Business Cards for the Commissioners was suggested and approved by the county. Mike Hodges will take pictures of each Commissioner after tonight's meeting and submit them to Human Resources, along with the signed Badge Policy from each Commissioner. Badges will be made quickly, and should be worn at all public functions that the Commissioners attend.

Mike also asked that Commissioners who wish to have business cards printed email him with the information they wish to have on the card. It was suggested the Parks & Recreation Commission website be put on each card.

#### **5. Commission Announcements, Introductions and Presentations – Information Only**

Chairman Kelley spoke about publicizing the Commission, and Commissioner Bartholf reported that she has taken pictures around town for a possible ad to be placed at the Premiere Cinemas. She tried to show the ad to the Commission but the program would not work. She will send what she has to Mike Hodges, who will put it into a Power Point presentation for the next meeting. Chairman Kelley also asked the Commissioners to think about a slogan for the SBCPRC.

Commissioner Guzman requested that the Commission ask Sheriff Curtis Hill to address the gang problems at Hernandez Park. He wanted clarification on the law about having illegal activity at least 100 feet from parks and schools.

Steve Wittry stated that at the last Board meeting, the new Gang Task Force Coordinator was introduced. Staff will contact him and ask about the laws regarding this. Chairman Kelley asked staff to coordinate a meeting or presentation on this topic. Commissioner Guzman brought up the shooting of a 14-year-old in Salinas recently, and how we can prevent this from happening here. He would like this on the agenda for the next Commission meeting in October.

#### **6. Discussion Items**

##### **6.1 Parks and Recreation Master Plan (Oral report)**

Mike Hodges reported that there was no new information; the CEQA document is with the Planning Department. Steve said he was trying to get definite completion dates from Planning on all projects, and does not want to see this CEQA document delayed.

##### **6.2 River Trail/Regional Park**

Mike said there was some confusion as to where the trail starts and the park ends. He referred to the enclosed letter and parcel list, then asked the Commission to advise staff which property owners should receive the letter. Chairman Kelley said only property owners that had been previously contacted should get the letter. It

was not the intention to canvass all property owners in the area of the park. Commissioner Guzman said that a property owner named Gonzales should also be included on the list since he owned property right near the bridge.

A discussion ensued as the purpose of the letter and who it should be sent to. Steve said it had been approved for content by the County Counsel. His preference was to send the letter to all affected property owners, but he would agree to just those already contacted. It was finally decided that the letter would only go to property owners who had already been contacted, plus Mr. Gonzales, which would be eight individuals or companies.

### **6.3 Naming Policy**

Mike reminded Commissioner that a facility and park naming policy had been adopted at the Retreat in August. It went to the Board of Supervisors for approval, and several changes were requested prior to final acceptance. The Resolution and Policy are attached to the staff report. The changes made are crossed out. Under 1. Criteria, sections D.,E., and F. are crossed out. The Commissioners agreed on these deletions.

Commissioner Wagoner asked if this policy applied to Veterans Memorial Park, and if so, he would like any the naming of fields there to be named after veterans only. After some discussion it was agreed to add letter H. under No. 2. Procedures, which would state that any named fields at Veterans Park would have to go through the Veterans Park Commission for approval before coming to the Parks & Recreation Commission.

*Commissioner Guzman made a motion to strike sections D, E, and F from under procedures, and add letter H under section 2. Procedures, stating that any naming of fields in Veterans Memorial Park go to the Veterans Park Commission before being sent to the Parks and Recreation Commission. The motion was seconded by Commissioner West, and passed unanimously.*

Commissioner Pierce said it should be on the form itself that if the name was related to the Veterans Park, then the form should go to the Veterans Park Commission first.

Chairman Kelley suggested leaving a portion of Section F that says, "Names that are controversial should be avoided," and gave an example of what this could mean. Steve said the word controversial could be interpreted in many ways, and felt it was better to leave it out. Chairman Kelley said any proposed name would have to go to the Board, and they would have to determine if it was acceptable or not. The others agreed to take all of Section F off the Procedures.

Chairman Kelley said, on Item 5.A under Donor Recognition, his Supervisor was concerned that the dollar amount of \$5,000 might eliminate some people. Chairman Pierce suggested taking item 5.A out of the policy. Commissioner Guzman said this could get down to naming each seat. Chairman Kelley said he

thought Section C covered everything without naming prices. The others agreed and directed staff to take Section A under Donor Recognitions out.

On the Naming Request Form, Chairman Kelley asked that Item 3.g. *Other* be clarified further as to what the honor is.

#### **6.4 By-Laws/Ordinance No. 804**

Mike said that after the Retreat, the By-Laws went to County Counsel for review and approval. County Counsel suggested incorporating the by-laws into the existing County Ordinance No. 804, which already supplies by-law type governing rules to the Commission. Mike said, if okay with the Commission, staff will combine the new By-Laws into the existing Ordinance, and present to County Counsel for review and bring it back to the next meeting.

*Commissioner Pierce made a motion to direct staff to combine the new By-Laws with existing Ordinance No. 804, and bring it back to the next Commission meeting, present it to County Counsel for approval and then to this Commission for approval. The motion was seconded by Commissioner Wagoner, and passed unanimously.*

#### **6.5 Public Outreach**

Mike referred to the staff report, in which he named several organizations that the Commission could agree to send either agendas or minutes or both in order to increase the public's awareness of the Parks and Recreation Commission and its activities. Commissioner Dungy suggested adding the Sheriff's Office and the Hollister Police Department to the list. Commissioner Wagoner suggested adding the following clubs and organizations: American Legion, VFW, Lions, Elks, Rotary, and Kiwanis. Commissioner Guzman suggested adding the LULAC Youth Group.

Chairman Kelley asked the Commission if agendas and minutes should be sent. Commissioner Dungy suggested sending the agenda only via e-mail. Commissioner Guzman said that some groups might not use email, and suggested contacting them and asking them which delivery method they would like to use. Another suggestion was to email the agenda to everyone, and ask them in the email how they would like to receive future agendas.

#### **6.6 Spring Grove School Field Report**

Mike said the project was complete and all invoices have been received. The contract went over budget by a total of 4,080.01. This was due in part for a \$500 sign that was required by the State. The rest of the overage was due to a water line that was drilled through by the boring company because its location was inaccurate. There is money available in a pool to pay for this invoice. The money usage must be authorized by the Board.

*Commissioner Guzman made a motion to have staff take this invoice forward to the Board of Supervisors for their review and approval. The motion was seconded by Commissioner Pierce, and passed unanimously.*

There will be a Grand Opening Ceremony on Tuesday, October 6 from 4:30 to 6:30 p.m. at Spring Grove School. The Board of Supervisors is invited, and all Parks & Recreation Commissioner are strongly urged to attend. A letter will be sent out to all registered voters in that area, inviting them to attend. Bellinger Foster Steinmetz will also be present, and the local television station will have reporters and cameras there as well. Chairman Kelley said this will be a great publicity opportunity for the Commission.

#### **6.7 Community Park in Tres Pinos**

Mike said the sub-committee had met on-site with Father Larry Kambisch of the Catholic church to discuss creating a park on the property. Commissioner Pierce said the priest will probably retire in 2-3 years, so this should be decided soon. Chairman Kelley asked staff to find out if it would be appropriate to use Prop 40 money for this project.

Commissioner Guzman recommended making this a “green” or environmentally sensitive park so the State would be more receptive to it. Commissioner Dungy also asked if Prop 40 funds could be used on private property. Staff will get the answers to these questions and bring them back to the Commission.

#### **6.8 De Anza Trail grading donation**

Mike referred to the Donation Agreement, Attachment A-3, included with the staff report. Commissioner West said Granite Rock was happy with the agreement, which would extend the renewal of their grading donation agreement for ten years, until October 2018. There will be a re-dedication celebration of the De Anza Trail on Saturday, October 17 from 9-10:00 a.m. Commissioner Pierce would like a Certificate of Appreciation presented to Granite at that time. Steve said this would be done after the Board approves the donation agreement.

Commissioner Pierce would like an agenda item at the next meeting regarding a percentage of property taxes to go to Parks & Recreation.

Commissioner Guzman would like an agenda item that County facilities should go “green” as much as possible.

#### **7. Adjournment**

*Commissioner West made a motion to adjourn the meeting at 7:10 p.m. The motion was seconded by Commissioner Pierce, and unanimously approved.*

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