



**SAN BENITO COUNTY
PARKS AND RECREATION COMMISSION**

Marie Peterson District No. 1	Michelle Conrique District No. 2	C.R. Gonzales District No. 3	Alana Miller District No. 4	Vacant District No. 5	Maria Spandri Vets Park Commission Rep.	Paul Hain Historical Society Rep.
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Board of Supervisors Chambers 481 Fourth Street, Hollister, CA 95023
PARKS AND RECREATION COMMISSION - REGULAR MEETING-
FEBRUARY 28, 2024
5:30 PM

All attendees must comply with any other rules of procedures/instructions announced by the Intergovernmental Committee and/or County Staff. The meeting will be available through Zoom and Peak Agenda for those who wish to join or require accommodations.

Members of the public may participate remotely via zoom at the following link <https://zoom.us/join> with the following Webinar ID and Password:

Webinar ID: 822 4811 2675

Webinar Password: 552180

Join by Phone: +1 408 638 0968 US (San Jose)

Those participating by phone who would like to make a comment can use the “raise hand” feature by dialing “*9”. In order to receive the full zoom experience, please make sure your application is up to date.

Remote zoom participation for members of the public is provided for convenience only. In the event that the zoom connection malfunctions for any reason, the Board of Supervisors reserves the right to conduct the meeting without remote access.

Remote Viewing:

Members of the public who wish to watch the meeting can view a livestream of the meeting

online through:

Zoom: <https://zoom.us/join>

Written Comments & Email Public Comment

Members of the public may submit comments via email by 5:00 PM prior to the meeting to the Clerk at sloupe@cosb.us.

Public Comment Guidelines

- 1. The Commission welcomes your comments.*
- 2. If participating on Zoom, once you are selected you will hear that you have been unmuted: At this time, please state your first name, last name, and county you reside in for the record.*
- 3. Each individual speaker will be limited to a presentation total of three (3) minutes, or such other time as may be designed by the Chair.*
- 4. Please keep your comments, brief, to the point, and do not repeat prior testimony, so that as many people as possible can be heard. Your cooperation is appreciated.*

If you have any questions, please contact the Clerk at (831) 902-2271 or email sloupe@cosb.us

1 CALL TO ORDER

2 PLEDGE OF ALLEGIANCE

3 ROLL CALL

4 CONSENT ITEMS

- 4.1. [**RESOURCE MANAGEMENT AGENCY - S. LOUPE, PUBLIC WORKS ADMINISTRATOR-Acknowledge Certificate of Posting for the February 28, 2024, Regular Meeting of the Parks and Recreation Commission.**](#)
[Certificate of Posting 2024-02-28.pdf](#)
- 4.2. [**RESOURCE MANAGEMENT AGENCY - S. LOUPE, PUBLIC WORKS ADMINISTRATOR-Approve the draft Parks and Recreation Minutes from the Regular Meeting of November 8, 2023.**](#)
[2023-11-08_PRC_MINUETS_DRAFT.docx](#)

5 DISCUSSION ITEMS

The Commission will consider and may take action on the following items:

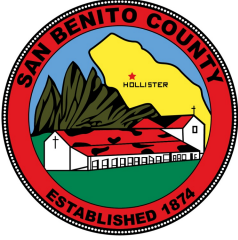
- 5.1. [**RESOURCE MANAGEMENT AGENCY- S. LOUPE, PUBLIC WORKS ADMINISTRATOR-Accept the 2024 Regular Meeting Schedule for the Parks and Recreation Commission.**](#)
[2024 Schedule.pdf](#)
- 5.2. [**COUNTY ADMINISTRATION OFFICE- R. ESPINOSA, COUNTY ADMINISTRATION OFFICER-Approve the creation of ad hoc " San Benito County Parks and Recreation Sponsorship Policy" and appoint two commission members to spearhead, make recommendations, and present to appropriate governing bodies, including but not limited to the County Board of Supervisors, on a countywide parks and recreation**](#)

sponsorship policy. Provide staff direction as appropriate.SBC FILE NUMBER: 119

- 5.3. **RESOURCE MANAGEMENT AGENCY - S. LOUPE PUBLIC WORKS
ADMINSTRATOR** Accept presentation and updates regarding the County's Capital Improvement Program (CIP) projects, and the American Rescue Plan Act (ARPA) projects. SBC FILE NUMBER: 93

6 COMMISSIONER ANNOUNCEMENTS

7 ADJOURNMENT



**SAN BENITO COUNTY
AGENDA ITEM
TRANSMITTAL FORM**

Vacant
District No. 1

**Michelle
Conrique**
District No. 2

**C.R.
Gonzales**
District No. 3

Vacant
District No. 4

Vacant
District No. 5

Paul Hain
Historical
Society Rep.

**Maria
Spandri**
Vets Park
Commission
Rep.

Item Number: 4.1

MEETING DATE: 02/28/2024

DEPARTMENT: RESOURCE MANAGEMENT AGENCY

AGENDA ITEM PREPARER: Victor Tafoya

SUBJECT:

RESOURCE MANAGEMENT AGENCY - S. LOUPE, PUBLIC WORKS ADMINISTRATOR-

Acknowledge Certificate of Posting for the February 28, 2024, Regular Meeting of the Parks and Recreation Commission.

AGENDA SECTION:

CONSENT ITEMS

BACKGROUND/SUMMARY:

N/A

STRATEGIC PLAN GOALS: 1. Operational Development & Excellence

Yes

STRATEGIC PLAN GOALS: 2. Planning And Sustainable Growth

No

STRATEGIC PLAN GOALS: 3. Technology

Yes

STRATEGIC PLAN GOALS: 4. Community Engagement

Yes

STRATEGIC PLAN GOALS: 5. Health & Safe Community

No

STAFF RECOMMENDATION:

Acknowledge Certificate of Posting for the February 28, 2024, Regular Meeting of the Parks and Recreation Commission.

ATTACHMENTS:

[Certificate of Posting 2024-02-28.pdf](#)

San Benito County Planning Commission
2301 Technology Parkway
Hollister, CA 95023



CERTIFICATE OF AGENDA POSTING

Pursuant to Government Code §59454.2(a), I, Holly Strother, certify that the **REGULAR MEETING AGENDA** for the **SAN BENITO COUNTY PARKS AND RECREATION COMMISSION MEETING** scheduled for February 28, 2024 was posted at the following locations, freely accessible to the public, on this day of February 22, 2024:

The bulletin board outside the front entrance of the San Benito County Planning Department, 2301 Technology Parkway, Hollister, CA

AND

The bulletin board outside the front entrance of the San Benito County Administration Building, 481 Fourth Street, Hollister, CA

AND

On The San Benito County website <https://www.cosb.us/> in the Events Calendar.

Holly Strother
Staff Services Specialist
County of San Benito



**SAN BENITO COUNTY
AGENDA ITEM
TRANSMITTAL FORM**

Vacant
District No. 1

**Michelle
Conrique**
District No. 2

**C.R.
Gonzales**
District No. 3

Vacant
District No. 4

Vacant
District No. 5

Paul Hain
Historical
Society Rep.

**Maria
Spandri**
Vets Park
Commission
Rep.

Item Number: 4.2

MEETING DATE: 02/28/2024

DEPARTMENT: RESOURCE MANAGEMENT AGENCY

AGENDA ITEM PREPARER: Victor Tafoya

SUBJECT:

RESOURCE MANAGEMENT AGENCY - S. LOUPE, PUBLIC WORKS ADMINISTRATOR-
Approve the draft Parks and Recreation Minutes from the Regular Meeting of November 8, 2023.

AGENDA SECTION:

CONSENT ITEMS

BACKGROUND/SUMMARY:

N/A

STRATEGIC PLAN GOALS: 1. Operational Development & Excellence

Yes

STRATEGIC PLAN GOALS: 2. Planning And Sustainable Growth

No

STRATEGIC PLAN GOALS: 3. Technology

Yes

STRATEGIC PLAN GOALS: 4. Community Engagement

Yes

STRATEGIC PLAN GOALS: 5. Health & Safe Community

No

STAFF RECOMMENDATION:

Approve the draft Parks and Recreation Minutes from the Regular Meeting of November 8, 2023.

ATTACHMENTS:

[2023-11-08_PRC_MINUETS_DRAFT.docx](#)



**SAN BENITO COUNTY
PARKS AND RECREATION COMMISSION**

MEETING MINUTES

Marie Peterson District No. 1	Michelle Conrique District No. 2	C.R. Gonzales District No. 3	Alana Miller District No. 4	Vacant District No. 5	Maria Spandri Vets Park Commission Rep.	Paul Hain Historical Society Rep.
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Board of Supervisors Chambers 481 Fourth Street, Hollister, CA 95023
**PARKS AND RECREATION COMMISSION - REGULAR MEETING-
NOVEMBER 8, 2023, 5:30 p.m.**

NOTE: The minutes herein provide a summary of agenda items presented to the Planning Commission, but do not provide a transcript. The meetings are recorded and the full recording should be consulted for the complete presentations, discussions, and public comments.

Recordings of the Planning Commission meetings are available at:

<https://www.youtube.com/@CommunityMediaTV>

**NOTICE OF TEMPORARY PROCEDURES FOR PARKS AND RECREATION
COMMISSION MEETINGS**

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**Webinar ID: 879 4231 2981
Webinar Password: 695758**

Those participating by phone who would like to make a comment can use the “raise hand” feature by dialing “*9”. In order to receive the full zoom experience, please make sure your application is up to date.

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3. Each individual speaker will be limited to a presentation total of three (3) minutes, or such other time as may be designed by the Chair.
4. Please keep your comments, brief, to the point, and do not repeat prior testimony, so that as many people as possible can be heard. Your cooperation is appreciated.

If you have any questions, please contact the Clerk at (831) 902-2271 or email sloupe@cosb.us

1. CALL TO ORDER

Maria Spandri, Chair and Veterans Park Commission Representative, called the meeting to order at 5:31 p.m.

Stephanie Reck, Associate Planner, read the notice of temporary procedures.

2. PLEDGE OF ALLEGIANCE

Paul Hain, Historical Society Representative, led the Pledge of Allegiance

3. ROLL CALL

Stephanie Reck, Associate Planner, led roll call.

Marie Peterson, District 1 Representative, was present.

Michelle Conrique, District 2 Representative, was absent.

C.R. Gonzales, District 3 Representative, was absent.

Alana Miller, District 4 Representative, was absent.

Maria Spandri, Chair and Veteran's Park Representative was present.

Paul Hain, Historical Society representative, was present.

4. CONSENT ITEMS

Public comment in chambers by Drummond Beaucanroth and Gracie Rodriguez.

Public comment via Zoom by Valarie Eglund.

General public comment has been closed.

4.1 RESOURCE MANAGEMENT AGENCY - S. LOUPE, PUBLIC WORKS ADMINISTRATOR

Acknowledge the certificate of posting.

4.2 RESOURCE MANAGEMENT AGENCY - S. LOUPE, PUBLIC WORKS ADMINISTRATOR

Approve the draft Parks and Recreation Minutes from May 9, 2023.

Paul Hain, Historical Society Representative, motioned to approve the Consent Agenda.

Marie Peterson, District 1 Representative, seconded this motion.

Motioned passed three (3) to zero (0).

Moved by Paul Hain; seconded by Marie Peterson to Motion to Approve.

Motion Passed: 3-0

Voting For: Marie Peterson, Maria Spandri, Paul Hain

Voting Against: None

5. DISCUSSION ITEMS

The Commission will consider and may take action on the following items:

5.1 RESOURCE MANAGEMENT AGENCY - S. LOUPE PUBLIC WORKS ADMINSTRATOR

Accept presentation and updates regarding the County's Capital Improvement Program (CIP) projects, and the American Rescue Plan Act (ARPA) projects. SBC FILE NUMBER: 93

Steve Loupe, Public Works Administrator, presented on the current status of park capital improvement projects for the following locations:

Veterans Memorial Park: There are plans to upgrade two restrooms to be ADA compliant. The goal is to start construction by January 2024. The men's and women's restrooms' placement will be switched, allowing for more space for two stalls in the women's room.

Discussion among the commissioners regarding If it was possible to add another sink to the women's room plan and if there are enough restrooms for regular usage levels and if there was funding to repair damage to the property fencing. If that was adequate coverage for the number of people using the park. Plans currently being considered for parking lot upgrades including the resurfacing, restriping, and lighting at Veterans Park. Some of those were to create better traffic flow by mirroring the two sides of the parking lot into rectangular driving paths. Food trucks and other amenities will be housed near the restrooms with a designated area to keep pedestrians from straying into the lots. The goal is to begin construction by the summer of 2024.

Historical Park: The bathroom upgrades to the existing restroom will make them ADA compliant. Each gender will have 3 stalls and one sink. Construction should begin in the Spring of 2024. After the Veteran's Park remodel design is completed, we will engage the architect and civil engineer on the design of new restrooms for Historical Park. The Commissioners requested that there be another sink added into each restroom and the hardscapes outside the restrooms be upgraded to allow greater access. Funding is established for a Potable water system that is also slated to begin by Summer.

Sunnyside Park: Playground Construction will hopefully begin this Spring depending on the availability of the equipment and should take 6-7 months to complete. Library kiosks are slated to be added to the park.

Riverview Regional Park Project: Focused stakeholder meetings are slated for January 2024. Loupe encouraged all to be involved in a possible sponsorship program. February the hope to be purchasing playground equipment. A committee request for adult and special needs friendly equipment has been included in the plans. The environmental process should be completed by summer and construction is pending to begin in October. The park should be completed by June 2025.

Discussion among the commissioners regarding if there is fencing to protect children with special needs and if local input was currently being sought from local special needs families. If there is funding available to fix things and cover the general maintenance of the parks.

Steve Loupe, Public Works Administrator, added that a pump track is part of the Riverview Park plans and that it should take approximately 9 months to complete. He stated that other additions are a remote-control track, a botanical garden, cross country trail, playground, community garden, picnic areas, and bocce ball courts. Construction is slated for October 2024.

Steve Loupe, Public Works Administrator, said he would take the commissions questions and seek answers. Revised plans for the projects will be presented to the commission at its next regularly scheduled meeting which will include suggestions from the commission.

Public comments in chambers by Drummond Beaucanroth and Anita Kane.

Public comment via Zoom by Valerie Eglund.

Public comment period is closed.

6. ADJOURNMENT

Meeting schedule adjustment: The next Regular meeting of the Parks and Recreation Commission is scheduled for February 14, 2024, the commission decided to reschedule it to February 28, 2024.

Future agenda item: Formation of an ad hoc committee to research sponsorship options.

Paul Hain, Historical Society Representative, motioned to adjourn the meeting at XX time.

Marie Peterson, District 1 Representative, seconded his motion.

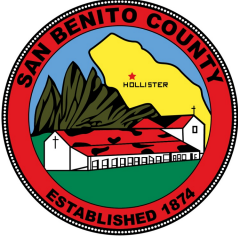
Motion passed three (3) to zero (0).

Moved by Paul Hain; seconded by Marie Peterson to Confirm.

Motion Passed: 3 – 0

Voting For: Marie Peterson, Maria Spandri, Paul Hain

Voting Against: None



**SAN BENITO COUNTY
AGENDA ITEM
TRANSMITTAL FORM**

Vacant
District No. 1

**Michelle
Conrique**
District No. 2

**C.R.
Gonzales**
District No. 3

Vacant
District No. 4

Vacant
District No. 5

Paul Hain
Historical
Society Rep.

**Maria
Spandri**
Vets Park
Commission
Rep.

Item Number: 5.1

MEETING DATE: 02/28/2024

DEPARTMENT: RESOURCE MANAGEMENT AGENCY

AGENDA ITEM PREPARER: Victor Tafoya

SUBJECT:

RESOURCE MANAGEMENT AGENCY- S. LOUPE, PUBLIC WORKS ADMINISTRATOR-

Accept the 2024 Regular Meeting Schedule for the Parks and Recreation Commission.

AGENDA SECTION:

DISCUSSION ITEMS

BACKGROUND/SUMMARY:

N/A

STRATEGIC PLAN GOALS: 1. Operational Development & Excellence

Yes

STRATEGIC PLAN GOALS: 2. Planning And Sustainable Growth

No

STRATEGIC PLAN GOALS: 3. Technology

No

STRATEGIC PLAN GOALS: 4. Community Engagement

Yes

STRATEGIC PLAN GOALS: 5. Health & Safe Community

No

STAFF RECOMMENDATION:

Accept the 2024 Regular Meeting Schedule for the Parks and Recreation Commission

ATTACHMENTS:

[2024 Schedule.pdf](#)

Parks and Recreation Commission Meeting Dates	Meeting Type
Wednesday, February 28, 2024	REGULAR MEETING @ 5:30 P.M.
Wednesday, May 8, 2024	REGULAR MEETING @ 5:30 P.M.
Wednesday, August 14, 2024	REGULAR MEETING @ 5:30 P.M.
Wednesday, November 13, 2024	REGULAR MEETING @ 5:30 P.M.

Meeting location: Board of Supervisors Chambers 481 Fourth Street, Hollister, CA 95023



**SAN BENITO COUNTY
AGENDA ITEM
TRANSMITTAL FORM**

Vacant
District No. 1

**Michelle
Conrique**
District No. 2

**C.R.
Gonzales**
District No. 3

Vacant
District No. 4

Vacant
District No. 5

Paul Hain
Historical
Society Rep.

**Maria
Spandri**
Vets Park
Commission
Rep.

Item Number: 5.2

MEETING DATE: 02/28/2024

DEPARTMENT: COUNTY ADMINISTRATION OFFICE

AGENDA ITEM PREPARER: Victor Tafoya

SUBJECT:

COUNTY ADMINISTRATION OFFICE- R. ESPINOSA, COUNTY ADMINISTRATION OFFICER

Approve the creation of ad hoc " San Benito County Parks and Recreation Sponsorship Policy" and appoint two commission members to spearhead, make recommendations, and present to appropriate governing bodies, including but not limited to the County Board of Supervisors, on a countywide parks and recreation sponsorship policy. Provide staff direction as appropriate.

SBC FILE NUMBER: 119

AGENDA SECTION:

DISCUSSION ITEMS

BACKGROUND/SUMMARY:

The County Board of Supervisors has expressed interest in reviving and/or revamping a Countywide Park Sponsorship Policy to generate additional resources to support Park facilities and programs providing a safe, convenient, and pleasant environment for community and visiting members.

On December 5, 2023, the County Board of Supervisors delegated the development and/or revamp of a modern San Benito County Parks and Recreation Policy to the Parks and Recreation Commission. Staff is now before the Parks and Recreation Commission to approve creating an ad hoc to meet and discuss with county staff, park entities, and stakeholders to draft and present a new sponsorship policy for consideration.

STRATEGIC PLAN GOALS: 1. Operational Development & Excellence

Yes

STRATEGIC PLAN GOALS: 2. Planning And Sustainable Growth

Yes

STRATEGIC PLAN GOALS: 3. Technology

Yes

STRATEGIC PLAN GOALS: 4. Community Engagement

Yes

STRATEGIC PLAN GOALS: 5. Health & Safe Community

Yes

STAFF RECOMMENDATION:

1. Approve the creation of ad hoc " San Benito County Parks and Recreation Sponsorship Policy" and appoint two commission members to spearhead, make recommendations, and present to appropriate governing bodies, including but not limited to the County Board of Supervisors, on a countywide parks and recreation sponsorship policy. Provide staff direction as appropriate.

ATTACHMENTS:



**SAN BENITO COUNTY
AGENDA ITEM
TRANSMITTAL FORM**

Vacant
District No. 1

**Michelle
Conrique**
District No. 2

**C.R.
Gonzales**
District No. 3

Vacant
District No. 4

Vacant
District No. 5

Paul Hain
Historical
Society Rep.

**Maria
Spandri**
Vets Park
Commission
Rep.

Item Number: 5.3

MEETING DATE: 02/28/2024

DEPARTMENT: RESOURCE MANAGEMENT AGENCY

AGENDA ITEM PREPARER: Victor Tafoya

SUBJECT:

RESOURCE MANAGEMENT AGENCY - S. LOUPE PUBLIC WORKS ADMINSTRATOR

Accept presentation and updates regarding the County's Capital Improvement Program (CIP) projects, and the American Rescue Plan Act (ARPA) projects.

SBC FILE NUMBER: 93

AGENDA SECTION:

DISCUSSION ITEMS

BACKGROUND/SUMMARY:

Provide update to Parks project status.

STRATEGIC PLAN GOALS: 1. Operational Development & Excellence

No

STRATEGIC PLAN GOALS: 2. Planning And Sustainable Growth

Yes

STRATEGIC PLAN GOALS: 3. Technology

No

STRATEGIC PLAN GOALS: 4. Community Engagement

No

STRATEGIC PLAN GOALS: 5. Health & Safe Community

Yes

STAFF RECOMMENDATION:

Accept presentation and updates regarding the County's Capital Improvement Program (CIP) projects, and American Rescue Plan Act (ARPA) projects.

ATTACHMENTS: