



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	Wilbert White, Jr. District 5	Janie Lausten Historical Society	Jesse Garza Veterans Park Commission	Youth Rep. San Benito HS	Youth Rep. San Benito HS
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San Benito County Board Chamber – 481 4th Street, Hollister, CA 95023

REGULAR MEETING Tuesday, August 17, 2010 5:30 PM

AGENDA

- 1. Call To Order**
 - 1.1 Pledge of Allegiance
 - 1.2 Roll Call
 - 1.3 Acknowledge Certificate of Posting
- 2. Public Comment**

Opportunity to address the commission on items of interest not appearing on the agenda or not scheduled for public hearing. No action may be taken unless provided for by GC 56954.2. Each speaker is limited to five minutes.
- 3. Consent Items**
 - 3.1 Approval of Minutes of July 20, 2010 Meeting
- 4. Staff Announcements – Information Only**
 - 4.1 Budget Process update
- 5. Commission Announcements, Introductions, and Presentations – Information Only**
 - 5.1 Veterans Park Commission update - Garza
 - 5.2 Historical Society update - Lausten
- 6. Discussion Items**
 - 6.1 Parks and Recreation Master Plan
 - 6.2 River Trail \ Regional Park
 - 6.3 Youth Commissioner appointment
 - 6.4 McCarthy Park Improvements
 - 6.5 Park Land Use Permits
- 7. Adjournment**
 - 7.1 The next meeting will be held on Tuesday, September 21, 2010 at 5:30 p.m.

Contact the Parks and Recreation Commission
through the Public Works Department:
Phone: (831) 636-4170 Fax: (831) 636-4176
3220 Southside Road, Hollister, CA 95023
www.san-benito.ca.us/departments/dpw/
E-mail a Commissioner at parkrec@cosb.us

**SAN BENITO COUNTY
PARKS AND RECREATION COMMISSION**

CERTIFICATE OF POSTING

Pursuant to Government Code Section #54954.2(a), the agenda for the regular meeting of the **San Benito County Parks and Recreation Commission** on **August 17, 2010 at 5:30 p.m.**, was posted at the following locations, freely accessible to the public:

The front entrance of the San Benito County Courthouse, Monterey Street, City of Hollister, County of San Benito, State of California;

and


The lobby of the San Benito County Administration Building, 481 Fourth Street, Hollister, CA;

and

The lobby of the San Benito County Library Building, 470 Fifth Street, Hollister, CA, on the following date and time,

on the **12th day of August, 2010** by **5:00 p.m.**

I, Katherine McShane, certify under penalty of perjury, that the foregoing is true and correct.

By: 
Katherine McShane
Secretary 1, Public Works Department



SAN BENITO COUNTY PARKS AND RECREATION COMMISSION

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San Benito County Board Chamber – 481 4th Street, Hollister, CA 95023

REGULAR MEETING ACTION MINUTES July 20, 2010

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 Don Kelley.

1.2 Roll Call

Present: Commissioners Don Kelley, Jim West, Daniel Dungy, Ray Pierce, and Jesse Garza.

Absent: Janie Lausten.

Also present: Public Works Administrator Steve Wittry, Staff Analyst Mike Hodges.

1.3 Acknowledge Certificate of Posting

The agenda was posted on July 16, 2010 by 5:00 p.m. at the San Benito County Free Library, San Benito County Courthouse, and San Benito County Administration Building per Government Code Section #54954.2(a).

A motion to acknowledge the certificate of posting was made by Commissioner West and seconded by Commissioner Pierce. Motion passed 5-0.

2. Public Comment

No public comment.

3. Consent Items

3.1 Approval of Minutes of June 15, 2010 meeting.

A motion was made by Commissioner West and seconded by Commissioner Pierce to approve the Consent Items. The motion passed 5-0.

4. Staff Announcements – Information Only

Mike informed the commissioners that discount Six Flags Park coupons were available at the Public Works Office as an advertising of July being Parks Month.

A slide show of pictures of the finished Historical Park BBQ Pits was presented. This construction project was possible through funding by Proposition 40 grants.

Steve gave an update on the current budget progression and how the approvals of parks projects will be combined into this process. The initial plan was to have the Board of Supervisors approve each project separately instead of a combination approval approach. Due to the budget approval timing and an attempt to make the approval less confusing, it

made more sense to approve all projects at the same time the department budget was being adopted.

5. Commission Announcements, Introductions and Presentations – Information Only

Commissioner Garza informed the commission there was no Veterans Memorial Park Commission during July.

Commissioner Lausten's report is postponed until next meeting.

6. Discussion Items

6.1 Parks and Recreation Master Plan

Everyone on the commission was extremely happy that staff has place the draft plan document on the July 27, 2010 meeting agenda for review and adoption. The County Counsel's office and the San Benito County Planning Commission have completed their review of the San Benito County Parks and Recreation Facilities Master Plan, and both recommend adoption by the Board of Supervisors. The purpose of the master plan is to define a vision for parks and recreation in San Benito County for the next 20 plus years, to determine the role of the County within that vision, and to develop a realistic implementation program to achieve the vision. A final public review period for the master plan ended July 26, 2010 just prior to the Board of Supervisor's meeting. Some minor changes will be made to the adopted documents prior to the last printing.

6.2 River Trail \ Regional Park

There has been no notification from the State regarding this grant opportunity since last month's report. We have received an acknowledgement letter from the State Department of Parks and Recreation for the competitive Statewide Park Development and Community Revitalization Program that our application is complete. We will receive a grant award or denial letter when the competitive process concludes during the fall of 2010. Discussion was held regarding the acquisition of a donation portion of Granite Rock river property and steps to complete this task. The discussion then ended with dialogue regarding the next steps. It was decided that creating a park in this area which would eventually require the creation of a park project master plan.

6.3 Youth Commissioner appointment

The recruitment process has begun to fill the two youth commissioner seats that have reached the end of their term. The general direction was to extend the recruitment period until October to allow for a greater number of students participation.

6.4 New Park Fee Review Subcommittee

This subcommittee is comprised of commissioners Pierce, Dungy and Kelley. They will be scheduling a meeting with the new Director of Planning and Building to discuss new development park in-lieu fees.

6.5 July is Parks Month

Staff presented a draft declaration declaring July as "Parks and Recreation Month" for San Benito County. The commission reviewed the document and approved the contents.

A motion to recommend a proclamation declaring July as "Parks and Recreation month" in San Benito County be presented to the Board of Supervisors was made by Commissioner West and seconded by Commissioner Pierce. Motion passed 5-0.

6.6 McCarthy Park Improvements

The McCarthy Park project is currently budgeted at \$70,000 for the construction of a playground type element within the current park location. It is recommended that a starting step in this project be a scope presentation by our commission to the City of Hollister Parks Commission. This will insure the needs and requirements of the city are taken into account. Feed back from this initial meeting will be discussed at the August meeting.

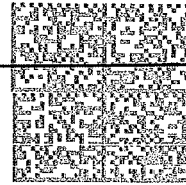
7. Adjournment

There being no further business to come before the San Benito County Parks and Recreation Commission, Commissioner West made a motion to adjourn the meeting at 8:00 p.m., seconded by Commissioner Dungy. Motion passed 5-0.

The next regular meeting of the San Benito County Parks and Recreation Commission will be held on Tuesday, August 17, 2010 at 5:30 p.m.

Respectfully Submitted,

Mike Hodges, Staff Analyst
San Benito County Parks and Recreation Commission



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Noticias de Anza

Quarterly Newsletter of
Juan Bautista de Anza
National Historic Trail

One of 26 National Trails
A Millennium Trail

National Park Service
1111 Jackson Street, Suite 700
Oakland, California 94607

Fred Pagaran
San Benito Co Parks & Rec Comm
481 4th St
Hollister, CA 95023-3840



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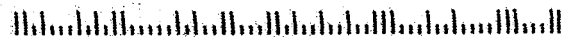
For an electronic copy,
visit www.nps.gov/juba/parknews

The National Park Service cares for the special places saved by the American people so that all may experience our heritage.



View from the Anza Trail

2019



Teacher-Ranger-Teacher Diane Barr at the *Early Days* event for San Juan Bautista State Park. Ranger Diane dressed these ladies with clothing from Anza's time period and educated them about Anza's expedition and history of San Juan Bautista State Park.



County of San Benito
DEPARTMENT OF PUBLIC WORKS

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Steve Wittry, P.E.
Public Works Administrator
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Date: August 17, 2010
To: Parks and Recreation Commission
From: Steve Wittry, Public Works Administrator
Prepared by: Mike Hodges, Staff Analyst
Subject: 6.1 Parks and Recreation Master Plan

Summary

During the July 27, 2010 Board of Supervisors meeting, the Board adopted the recommended San Benito County Draft Parks and Recreation Facilities Master Plan.

Recommendation

It is respectfully recommended that the Parks and Recreation Commission:

1. Accept the Parks and Recreation Master Plan report; and,
2. Provide direction to staff.

Discussion

The Board of Supervisors adopted the Draft San Benito County Parks and Recreation Facilities Master Plan after an outstanding presentation and comments from Public Works Administrator Steve Wittry, SBCPRC Chair Don Kelley, and SBCPRC Vice-Chair Ray Pierce. The Board chamber was filled with excitement and gratitude toward the Commission, staff, and all others involved with the creation of this Master Plan document.

In conjunction with the Master Plan adoption, a small number of minor changes were requested before the final draft of the document went to the publisher. This final version of the plan will be available in electronic .pdf format and also in paper bound form.

The Board expressed its gratitude for all the hard work of the Commissioners, staff, and everyone from the public who was involved in the creation of this document.

Provided with this report is a copy of a news article from the Tuesday, August 3, 2010 Hollister Freelance newspaper regarding the plan's adoption.

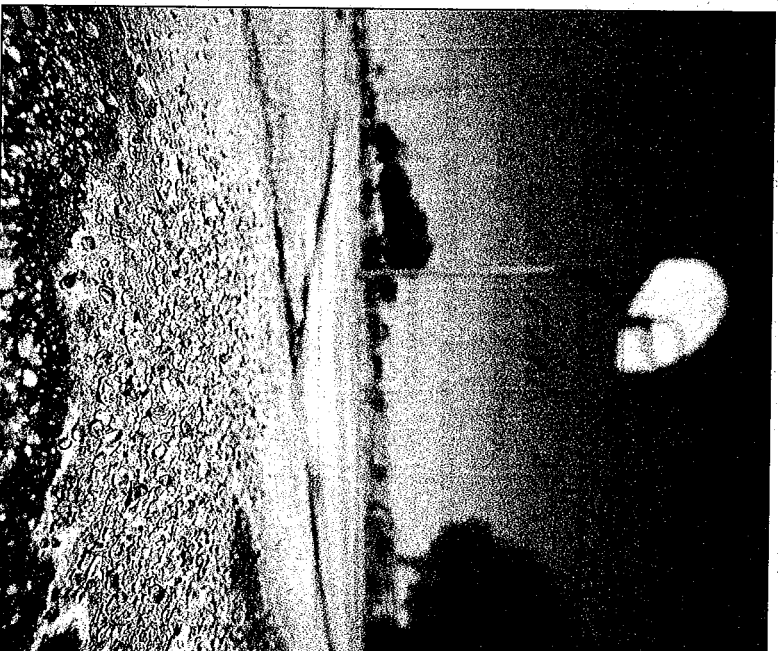
Other Agency Involvement

No other agency involvement at the present time.

Financial Considerations

No financial considerations at the present time.

County adopts parks plan, but with raised impact fee?



NICK LOVEJOY - STAFF PHOTOGRAPHER - nlovejoy@stnewsapers.com

ABOVE: A pile of gravel sits in the middle of the basketball court at Veterans Memorial Park. Resurfacing the courts is on the list in the new San Benito County parks and recreation facilities master plan.

AT LEFT: A group takes batting practice at the one adult softball field at Vets park Monday afternoon.

Supervisors voted unanimously in favor of proposal; official says fee hike for developers is likely

CONNOR RAMLEY
cramley@freelancenews.com

HOLLISTER

The county has its first Parks and Recreation Master Plan, less than four years after the San Benito County Board of Supervisors created the county's first Parks and Recreation Commission.

The board of supervisors adopted the plan, which is described as an achievable blueprint, in a unanimous vote Tuesday.

"This is an important day," Parks and Recreation Commissioner Don Kelley said. "A lot of people put a lot of work into this plan."

As part of the plan, the county would have to amend, and possibly increase, its building impact fees that go toward park development. County supervisors in recent weeks have expressed the need to lower impact fees as a way to attract more development.

The 150-page document outlines some of the future projects and visions for the county's parks. The plan's goal is to "define a vision for parks and recreation in San Benito County for the next 20-plus years, to determine the role of the county within that vision and to develop a realistic implementation program to achieve that vision."

The process to develop the plan spanned two years, and the commission received input from local residents and organizations. Three public meetings were held to discuss the findings in late 2008 and early 2009.

The Parks and Recreation committee also issued an online-based questionnaire and conducted a "scientifically valid" telephone survey.

In the scoping process the commission determined there was an absolute need for new and improved parks. Residents also asked for more safety and to keep the area's rural character.

Residents asked for more high school and youth sports fields. And a lot of them were dissatisfied with the county's swimming pool availability.

"This document reflects ideas throughout the community," Kelley said.

But as well as building new structures and parks, the document also lists things that need improvement. Those include Veterans Memorial Park and the Historical Park.

The report lists 29 items to either improve or build totaling between \$24 million and \$32 million. Some of the

"Basically, we have to do a fee study," public works official Steve Wittry said.

"At this point I have no idea what that number will be."

projects include field lighting at Anzar High School, installing barbecue pits and establishing a dog park at the San Benito River Parkway.

The major projects include establishing Airline Highway as a National Scenic Highway, developing a series of parks and trails along the San Benito River, preserving open space by developing a greenbelt encouraging development in already developed areas, and expanding the public transportation services.

The reports states that it "assumes" funding will come from more sources than San Benito County. The cost would be included in the county's annual budgeting process.

Near the end of the presentation Public Works Administrator Steve Wittry said the plan would force a revision of the county's impact fees. The fees would be the main source of income for the plan's projects.

Currently, the fee is \$1.80 per square foot of living space but that number is expected to be changed, Wittry clarified a couple of days later.

"Basically, we have to do a fee study," he said. "At this point I have no idea what that number will be."

To determine the new fee, the county will look at a more specific plan and determine the exact cost of each project, Wittry said. Also, the number will fluctuate depending on housing development activity. The county should have a new park impact fee within six months.

"It's a little - but really a lot of hard work that has to be done," Wittry said.

Hollister and the county are both looking to revise the impact fee policy to help promote growth in the area. During a joint meeting on July 9, the city council, board of supervisors and San Benito County Council of Governments directed staffs to look at reducing the traffic impact fee.

Supervisor Anthony Botelho asked for at least a 50 percent reduction, and Supervisor Margie Barrios considered eliminating or postponing all traffic impact fees.

In the park plan, though, impact fees won't be the only source of funding for the projects. The presentation at the board meeting from Wittry warned that funding sources would need to come from multiple areas and partnerships are necessary.

Partnerships ideas included working with the organizations that would use the parks and fields, such as Little League, and getting grants from the state.

Partners were a common theme during Kelley's speech as well to the board Tuesday.

"It started off with the basis of partnerships," Kelley said, who thanked Supervisor Reb Monaco for starting the process.

Public Works official Mike Hodges, who works closely with the Parks and Recreation Commission, said the partnerships allowed the document to be as expansive as it is.

"The more people you get on board, the better the document is," he said. "The partnerships like the YMCA, they are going to go in and run the programs after we help build it. Build it and they will come."

Despite the long list of projects in the master plan, Kelley told the board Tuesday that things can change.

"It is a fluid plan - it is a living document," he said. "It is necessary to always look for new partnerships and projects."



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Date: August 17, 2010
To: Parks and Recreation Commission
From: Steve Wittry, Public Works Administrator
Prepared by: Mike Hodges, Staff Analyst
Subject: 6.2 River Trail/Regional Park

Summary

There has been no notification from the State regarding this grant opportunity since last month's report.

Recommendation

It is respectfully recommended that the Parks and Recreation Commission:

1. Accept the River Trail/Regional Park report; and,
2. Provide direction to staff.

Discussion

Staff has received an acknowledgement letter from the State Department of Parks and Recreation for the competitive Statewide Park Development and Community Revitalization Program that our application is complete. We will receive a grant award or denial letter when the competitive process concludes during the fall of 2010.

Staff has completed the grant application package and submitted it to the State of California Department of Parks and Recreation Office of Grants and Local Services. Staff will continue to present updates on this grant's progress.

Other Agency Involvement

No other agency involvement at the present time.

Financial Considerations

No financial considerations at the present time.



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Date: August 17, 2010
To: Parks and Recreation Commission
From: Steve Wittry, Public Works Administrator
Prepared by: Mike Hodges, Staff Analyst
Subject: 6.3 Youth Commissioner Appointment

Summary

The recruitment process is still under way to fill vacant two youth commissioner seats

Recommendation

It is respectfully recommended that the Parks and Recreation Commission:

1. Accept the Youth Commissioner Appointment report; and,
2. Provide direction to staff.

Discussion

During the July 20, 2010 SBCPRC meeting, direction was given to continue the recruitment process until early October when more students will have the opportunity to assess their upcoming class workload and provide reliable, realistic time scheduling.

County Ordinance No. 804 and the SBCPRC By-Laws both address the requirements of the youth commissioners as follows: "Two members shall be appointed at-large by the Board of Supervisors and shall be 18 years of age or younger and shall represent the youth of the County." The terms of the two youth commissioners is addressed also as: "The two representatives representing youth shall be appointed for a one-year term, but may be reappointed for one additional year."

Other Agency Involvement

No other agency involvement at the present time.

Financial Considerations

No financial considerations at the present time.



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Date: August 17, 2010
To: Parks and Recreation Commission
From: Steve Wittry, Public Works Administrator
Prepared by: Mike Hodges, Staff Analyst
Subject: 6.4 McCarthy Park Improvements

Summary

During the July 20, 2010 SBCPRC meeting, direction was given to have an introduction fact finding presentation made at the City of Hollister Parks and Recreation Commission with regards to the playground project at McCarthy Park. Chairperson Kelley and Public Works Administrator Wittry attended the meeting and reported favorable comments from the City.

Recommendation

It is respectfully recommended that the Parks and Recreation Commission:

1. Accept the McCarthy Park Improvements report; and,
2. Provide direction to staff.

Discussion

Don and Steve presented the SBCPRC July McCarthy Park Improvements report to the City of Hollister Parks and Recreation Commission. The intent of this presentation was to inform the City of the proposed park project, and receive feedback from the City on recommendations they would like included.

All the feed back was positive, and the City is looking forward to this park project. Some recommendations that did arise included safety fencing, a south west general location, specific type of equipment, and ongoing maintenance of the park location.

Staff has begun the preliminary project scope and design steps on this improvement. We will have a presentation next month to update the Commission of current progress.

Other Agency Involvement

The City of Hollister Parks and Recreation Commission is involved with this project.

Financial Considerations

No financial considerations at the present time.



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Date: August 17, 2010
To: Parks and Recreation Commission
From: Steve Wittry, Public Works Administrator
Prepared by: Mike Hodges, Staff Analyst
Subject: 6.5 Park Land Use Permits

Summary

During the August 2, 2010 Veterans Park Commission meeting, an action item regarding Park Land Use Permits was discussed. The discussion issues involved what permits are necessary and required for an individual or organization to hold fund raising activities within the parks. The Veterans Park Commission deferred a decision on this topic to the SBCPRC, in order to facilitate some type of County-wide park land-use policy instead of a Veterans Park only policy.

Recommendation

It is respectfully recommended that the Parks and Recreation Commission:

1. Accept the Park Land Use Permits report; and,
2. Provide direction to staff.

Discussion

The initial agenda discussion dealt with holding a non-profit car wash fund raiser within the parking lot of Veterans Park. What type of insurance, permits, approvals, and conditions would be associated with such an event? Upon conclusion of discussion during the Veterans Park Commission meeting, direction was given to staff to present this topic at the next SBCPRC meeting to determine the Commission's desire regarding this topic.

At this time, the Commission will have the opportunity to discuss all elements of the Park Land Use Permits issue.

Other Agency Involvement

No other agency involvement at the present time.

Financial Considerations

No financial considerations at the present time.