



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 | 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 NOVEMBER 17, 2009

1. Call To Order at 5:30 p.m. by Vice Chairman Ray Pierce.

1.1 Pledge of Allegiance

The Pledge of Allegiance was led by Commissioner West.

1.2 Roll Call

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

Absent were Don Kelley, Estevan Guzman, and Richard Wagoner.

Staff Present: Steve Wittry, Public Works Administrator; Mike Hodges, Staff Analyst; Arman Nazemi, Assistant Director; and Renee Flores, Office Assistant III.

1.3 Acknowledge Certificate of Posting

The agenda was posted on November 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. Consent Items

3.1 Approval of minutes of October 20, 2009

Commissioner West made a motion to approve the October 20, 2009 minutes. The motion was seconded by Commissioner Lausten, and unanimously approved.

4. Staff Announcements – Information Only

Mike Hodges introduced Arman Nazemi, Assistant Director of Public Works, who was sitting in for Steve Wittry during the beginning of this meeting.

Mike announced the staff's desire to try action minutes instead of the full verbiage type we are currently producing. The action minutes would summarize the meeting activity to the discussion items general comments and specific staff direction. Commissioner West said he wants to have the meeting tapes saved as back up for at least a year. Commissioner Lausten wanted the meeting tapes retained for a certain length of time for reference purposes. Arman said they would be saved for as long as the retention policy specifies. Commissioner Pierce

said they used to do action minutes, and the Commission wanted them longer for public information. He said because this Commission is advisory only, the tapes don't have to be saved as long. Mike said he would do more research into the matter and place it on the next agenda as an action item.

5. Commission Announcements, Introductions and Presentations – Information Only

Commissioner Bartholf displayed a chart she had made showing a "Park of the Week" in July 2010, and asked the Commission to discuss having activities on Sunday at four different parks. She suggested finding sponsors, contacting the paper, involving the Downtown Association and Chamber of Commerce, and advertising July as "Park of the Week" month. Commissioner Dungy asked if this would be a joint City-County project; Commissioner Pierce suggested having it just as a County venture. Commissioner Lausten wanted it to be a joint venture; Commissioner Pierce wanted it to be County only so as to give more exposure to the County Parks and Recreation Commission. There are very few County parks, and that is why the Regional Park is needed in the County. Commissioner Dungy said by limiting the number of parks, we can put more effort into each one.

6. Discussion Items

6.1 Parks and Recreation Master Plan

Mike was informed by Lisette Knight last week that, due to a heavy work load, she had not yet gotten the Plan to County Counsel. Mike will contact Lisette this week to see when or if it has been sent to County Counsel, and see if Public Works staff can help her in any way. Commissioner Pierce asked how far we were away from getting the CEQA document done; Mike said it was extremely close to being done. Arman Nazemi said the CEQA had to be done before the Plan would be recognized. Commissioner Pierce wanted to know how to expedite this so it would qualify for the funding, and we need to send a message to Planning that this has to be done. Arman said one alternative is to get a consultant to do the CEQA document to be sure it is compatible with the General Plan. Commissioner Pierce asked if some of the Public Works staff can help; Arman said he would talk to Steve Wittry to see what can be done. Commissioner Pierce asked that this be brought back to the next meeting with some possible solutions.

6.2 River Trail/Regional Park

Mike said eight letters of interest were sent out to property owners, and only three responses were received back with a few questions. These questions can be answered as the project moves forward and were nothing that would stop the project from happening. Commissioner Dungy asked if property owners were aware that this was a regional park and would require many right-of-ways. Mike answered yes, that some property would have to be acquired, and staff will go back to these people and let them know the full extent of what is planned for the regional park as the project moves forward. Mike said this first letter was purely an interest gathering letter inquiring if each property owner was interested in a regional park Yes or No. Commissioner Pierce asked that the second letter sent out should be more detailed and address land acquisition, gates and fences, tax advantages, and other issues that might be appropriate.

6.3 Prop 84 Grant

Mike presented a grant opportunity to the Commission. A complete copy of the application was included in every commissioners' packet. This grant is for providing parks in poor economic areas where there are no existing parks. There are a number of acceptance criteria to be addressed. The completed application deadline is March 1, 2010. One element of the grant application was a Board of Supervisors Authorizing Resolution. This resolution would need to be project specific instead of park generic for all projects in San Benito County. The River Trail / Regional Park was selected as the specific project for the grant. Commissioner Pierce asked if the project had to be on a current project list. Mike said no, adding that the Parks and Recreation Master Plan will be done by March 2010 and we will then have the Regional Park on a Master Plan project list. Mike suggested asking for the entire \$5 million. Once we work our way through the grant process this amount could be changed to truly reflect the scope of the project

Commissioner Dungy made a motion to move forward with this grant request for the River Trail / Regional Park, in the amount of \$5 million. The motion was seconded by Commissioner Lausten, and was unanimously approved.

(Steve Wittry arrived at the meeting.)

6.4 Property Taxes for Parks & Recreation

Mike presented some "what if" projections with regards to the proposed property tax and revenues that would have been received last year. Which fees should be included and not included was then discussed. Commissioner Dungy thanked Mike for doing these calculations, then asked if this is something for the future or something that has to be pursued now. Commissioner Pierce said this proposed park tax was to ask the public if a portion of the General Fund can be diverted to the Parks and Recreation budget for park projects. The next steps in the process will be present to the Board of Supervisors for their approval to be placed on the next public ballot. A lengthy discussion followed on the general fund and how it was disbursed to the parks now. Staff will bring a copy of the accepted budget document back to the next meeting.

6.5 Go Green

This item was tabled until the December 15th meeting.

6.6 Commissioner Ordinance/By Laws Update

Mike referred to the proposed ordinance documents in the packets. The first exhibit is the revised document received from County Counsel, the second exhibit is the current ordinance that is in effect, and the third exhibit is the By-Laws approved by this Commission. A brief history of this agenda item was the commission wanted to create By-Laws and make some minor changes to the existing ordinance that created this commission. County Counsel recommended combined the two proposed documents into one. Upon further review of the documents it was then suggested to proceed with the changing of the existing ordinance and implementing commission By-Laws. Some topics that will be modified in both documents are meeting attendance, quorums, election dates, proxies, and voting majorities.

Commissioner Pierce discussed the terms of Commissioners and the effect to the commission as they are coterminous with the Board of Supervisors. He would like the original document be sent back to County Counsel to have some items put back into the document as originally presented. Commissioner Dungy agreed that it was ambiguous in places.

Steve suggested this item be tabled until the next meeting so that additional answers could be received from County Counsel. Commissioner Pierce agreed wishing to bring this item back so all Commission members would have sufficient opportunity to review then discuss. The item was tabled until December 15, 2009.

7. Adjournment

Commissioner West made a motion to adjourn the meeting at 6:50 p.m. The motion was seconded by Commissioner Lausten, and unanimously approved.

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