



SAN BENITO COUNTY VETERANS MEMORIAL PARK COMMISSION

Maria Spandri

Peter Hernandez

Robert Duffy

Paul St. John

Mark Medina

Hollister VFW

Board of Supervisors

American Legion

San Juan Bautista VFW

Board of Supervisors

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

SPECIAL MEETING
Tuesday, December 17, 2019
7:00 PM

AGENDA

1. Call to Order:

- a. Pledge of Allegiance
- b. Roll Call
- c. Acknowledge Certificate of Posting

2. Public Comment: *This is an opportunity for the public 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 Agenda

- a. Approval of Minutes of the October 7, 2019 regular meeting.

4. Discussion/Action Items:

- b. Report and Discussion on the shed fire at the Bertha Briggs Building – Damon Felice.
- c. Receive Capital Improvement Plan update – Damon Felice.
- d. Receive update for a Vet's Park Master Plan; and provide direction to staff – Damon Felice.
- e. Discussion in regards to all contracts related to Vet's Park fields; and provide recommendation to the Board of Supervisors – County Counsel.
- f. Discussion in regards to the City and County contract for Vet's Park; and provide direction to the Board of Supervisors – County Counsel.

5. Adjournment.

**SAN BENITO COUNTY
VETERANS' MEMORIAL
PARK COMMISSION
CERTIFICATE OF POSTING**

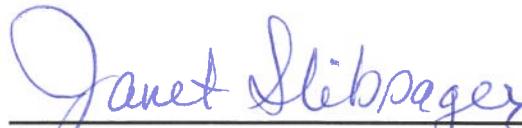
Pursuant to Government Code Section #59454.2(a), the agenda for the San Benito County Veterans' Memorial Park Commission Special Meeting of December 17, 2019 was posted on the 12th day of December, 2019 at the following locations, freely accessible to the public:

The bulletin board outside the front entrance of the Old County Courthouse, Monterey Street, City of Hollister, San Benito County, State of California

and

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

I, Janet Slibsager, certify under penalty of perjury, that the foregoing is true and correct.



**JANET SLIBSAGER, CLERK OF THE
BOARD OF SUPERVISORS**



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REGULAR MEETING
Monday, October 7, 2019
7:00 PM

MEETING MINUTES

1. Call to Order – The meeting was called to order at 7:00 p.m. by Commissioner Mark Medina.

- a. Pledge of Allegiance was led by Commissioner Peter Hernandez.
- b. Roll Call – Janet Slibsager took roll call, all Commissioners were present. Also present was County Counsel Barbara Thompson.
- c. Acknowledges Certificate of Posting.

Commissioner Peter Hernandez made a motion to approve Certificate of Posting, seconded by Commissioner Robert Duffy. (5/0 vote)

2. Public Comment

There was no one from the public wishing to speak.

3. Consent Agenda

- a. Approval of Minutes of the August 5, 2019, special meeting.

Motion by Commissioner Hernandez to approve the minutes as presented. Seconded by Commissioner Spandri. (5/0 vote)

4. Staff Announcements – Information only

None.

5. Commission Announcements – Information only

Commissioner Hernandez spoke on a meeting where Commissioner Maria Spandri, Tina from Hollister City Recreation, Damon Felice from Hollister Little League and as Capital Improvement Manager for the County, Greg Lopez from Babe Ruth, and Gentlemen from Hollister Heat had a lively discussion. The meeting is on the agenda so will not get into detail.

6. Discussion/Action Items

a. Report and discussion in regards Vet's Park walk-through-tour of park.

Commissioner Hernandez talked about the walk through at Vet's Park. The current state of the park was discussed and having the leagues get together and work with the City to see what needs to be improved and worked on at the Park. There is a list of 20 items that the league's feel is a priority to work on and items that they wish to see. Also mentioned that the relationships between the teams is a priority.

Commissioner Duffy was not able to attend.

Commissioner Spandri commented that there was not a quorum and only two Commissioners were able to attend the meeting. There was a discussion about emails, and finding a different alternative with communication with future meetings, possibly exchanging phone numbers between the commissioners.

Commissioner Medina was not able to attend. He explained the list of items is a wish list, and that the commissioners need to go through the list and only pick a few items by prioritizing what is important.

Commissioner St. John would like to know if there is ADA Compliant restrooms on sight.

Commissioner's stated there are portable restrooms that are ADA Compliant.

b. Receive Vet's Park Master Plan update- Damon Felice and

c. Receive Capital Improvement Plan Update- Damon Felice

Damon Felice talked about the meeting where they met at Babe Ruth Field, Little League, Hollister Heat, Field 4 and 5, then lastly the Skate Park. There were a number of items on the list that came up and we will need to drill down on the list to make it smaller. After the walk through, he created a list and put an estimate of how much the cost will be. Also there was exclusions added to the list and stated the West Side of Memorial Park was not looked at yet. Many issues were discussed such as safety issues, lighting, parking, and sewer.

Commissioner Spandri asked that Mr. Felice go through the list since 3 members were not able to attend the meeting (starting from item 1 through 20, list was provided to all Commissioners and public).

Item 1 was regarding Babe Ruth restroom and concession. The restrooms would be ADA Complaint and location of restrooms and concession would all be in one building.

Recommendations of knocking down the old building and building from new. There were no comments or questions.

Item 2 was regarding Little League restrooms and concession. There are steps in front of the restrooms which are not ADA Compliant, but there is ADA Portable restrooms near. As stated in item 1 recommendations of knocking down the old building and building from new to have the restrooms and concession all in one building. There were no comments or questions.

Item 3 regarding Field 4 restrooms would be the same setup but with just a restroom and no concession stand. Size would be determined if there were new restrooms put in place. As of now there are no compliant restrooms at this field. There were no comments or questions.

Item 4 regarding Field 5 restrooms there is currently no compliant restrooms in this area. These restrooms are in better shape than field 4. There were no comments or questions.

Item 5 regarding marquee sign at entrance. Would be a good idea to be able to post what is going on with the Park for the public to be able to see in one location such as how the High School has to post their games.

Commissioner Hernandez commented that the Leagues need to come up with a master schedule and this could be a one stop location to have all events and games posted.

Commissioner Spandri commented that this could be a good way to post registration openings and bring in more youth. The sign would be placed on Memorial where there is a lot of car traffic.

Item 6 regarding Babe Ruth parking lot. Adding additional parking spaces by the tunnel with possibly taking out the tunnel but leaving the extra dirt because in construction it is very expensive to move.

Commissioner Spandri commented that construction companies may want the extra dirt,

Mr. Felice stated that when new projects come up such as on 156 it may be an opportunity to move some of the extra dirt to the project sites.

Commissioner Hernandez brought up having the extra dirt is a safety issue and the concession stand is often broken into. In the future the master plan could offset the cost of moving the extra dirt elsewhere.

Item 7 regarding seal and strip is a big parking lot that also has no lighting. There were no questions or comments.

Item 8 regarding parking lot lighting. Mr. Felice estimated a total of 20 lights may be needed to add light to the parking lot.

Commissioner Medina stated that in the 2019/2020 budget a total of \$75,000 was approved and put aside for lighting in the Vet's Park parking lot. Mr. Felice brought up that the High

School uses the Vet's Park parking lot for their carnival and when laying out the lights this should be looked at.

Commissioner Spandri brought up at last year's carnival that there were a total of 8 security guards for the fact it was so dark in the parking lot.

Item 9 regarding hook up sanitary sewer. Mr. Felice is unsure if sanitary is located on Hillcrest or Memorial. Recently the septic tank was pumped and there are fewer issues as of now. There were no comments or questions.

Item 10 regarding miscellaneous demo such as the restroom buildings and the old Maintenance building on Memorial. There were no comments or questions.

Item 11 regarding shade that there is currently no places for shade or shelter at the park. A total of four basic shade structures were placed on the list, sizes can be determined. There were no comments or questions.

Item 12 regarding drinking fountains or the possibility of having water bottle fill up stations. Mr. Felice brought up the fact that the cost of water fountains can be extremely expensive. There were no comments or questions.

Item 13 regarding potable water, he said that there may be some on Memorial. Mr. Felice said he will speak with the City to clarify if there is potable water. There is a well, and without potable water there would be no way to have water fountains.

Commissioner Spandri stated that there is a water fountain back where the Skate Park is and it does work.

Commissioner St. John commented that the water well is used for irrigation purposes.

Item 14 regarding safety lights throughout site. There is not a lot of lighting at Babe Ruth, Little League, Hollister Heat and its play structure. The parking lot lights may be enough but it is something to look into.

Commissioner Hernandez spoke that recently there is tire marks at the Soccer field and does not know if this happened at night time but thought of lighting.

Commissioner Spandri spoke on the fencing by the Skate Park and how the broken fences make easy access into the park and that access control needs to be worked on.

Item 15 regarding fencing at the Heat field. Would like to move the fence outwards. If the fence were to be moved, the irrigation would have to be looked at. There were no comments or questions.

Item 16 regarding Skate Park fencing. A number was mentioned just for an estimate. There were no comments or questions.

Item 17 regarding Briggs Building. That's roughly around 2,000 square feet and expanding it

to 4,000 square feet and tearing it down. It would be a pre-engineered building with restrooms.

Commissioner Medina questioned about asbestos.

Mr. Felice said he does not know at the moment if there is any.

Item 18 regarding site landscaping. The rest of the park does not look so dry that by adding green it will make the park look nicer on Memorial and Hillcrest. There were no comments or questions.

Item 19 regarding restriping of Memorial on the Westside where the road is a raceway and would help with safety precautions by calming traffic down. There were no questions or comments.

Item 20 regarding concrete to meet ADA to get from point A to point B. There were no questions or comments.

Mr. Felice said when adding up all the items you get a total of \$6,132.832. Not included was a restroom at the soccer field.

Discussion between Commissioners and Mr. Felice regarding the parking lot, pot holes and a problem with squirrels eating into the parking lot as well as the fields, which could be a safety issue.

Commissioner Hernandez would like to see a way that the park can revenue money by having a community building and be providing vendor opportunities. Mr. Hernandez would like to raise the impact fees in order to maintain the park. By having a master plan, it could include phases of improvements for the park.

Commissioner Medina expressed that the park does not make any revenue and that the sales tax that is accumulated goes to the general fund.

Commissioner St. John said its best to start small, and work in phases to figure out what is a priority and go from there.

Discussion of park continued with the Commissioners regarding the funding of the parks and salary budgeted for a maintaince worker.

Mr. Felice recommends talking to someone who can put together a Master Plan for the park.

d. Discussion in regards to the City of Hollister's contract.

Commissioner Hernandez would like a better relationship with the City to manage the use of the fields, allowing different leagues to use the fields, have consistency, and to work out

legal issues by redoing the contracts every January instead of having an automatic renewal every year.

County Counsel Barbara Thompson would have to look over each contract individually to see if there is a roll over provision, end the roll over provision, and come back for a manual yearly contract.

Commissioner Medina asked County Counsel if they are safe regarding the one field and liability with Mr. Andrew Barragan.

County Counsel Barbara Thompson stated Mr. Barragan signed the indemnification agreement but it has not been finalized. We are waiting for Vet's Park Commission approval with the sub lease. Commissioners are concerned who would be liable if there was an injury on the field that Mr. Barragan is using.

Dulce Alonso stated that the County is covered through general liability but will need to look over the indemnification language and renew the language and have County Counsel review.

Commissioner Medina explained that liability is covered through the County's Policy but does not want the policy involved for this matter.

Commissioners went on with discussion with liability and how they would just like to figure out who would be liable if there was an injury with Mr. Barragan sub-leases.

Commissioner Spandri expressed how there is a lack of communication and Mr. Barragan refuses to communicate, respond, or show up at meetings when invited.

Commissioners went on with discussion regarding the lack of communication between Mr. Barragan and lack of knowledge of who sub-leases and uses the fields.

County Counsel Barbara Thompson said the new language will include sub-leasing.

Commissioner St. Paul asked if there is any direction from the commission with what items will be worked on first from the list presented.

The commission has decided on safety and ADA first, starting with Item #8 lighting, #9 septic systems, #14 safety lights, and #7 seal and strip parking. The commission will reach out to the City regarding issues with the Skate Park such as fencing and removing steps. There is a total of \$75,000.00 for lighting and \$275,000.00 from the general fund.

7. Adjournment:

Motion made by Commissioner Spandri and seconded by Commissioner Duffy to adjourn the meeting. Meeting adjourned at 8:39 p.m., until January 6, 2019 at 7:00 p.m. for a regular meeting. (5/0 vote)