



**CITY OF GILROY
PARKS AND RECREATION
COMMISSION
REGULAR MEETING
AGENDA**



TUESDAY, FEBRUARY 20, 2024 | 6:00 PM

CITY COUNCIL CHAMBERS, CITY HALL
7351 ROSANNA STREET, GILROY, CA 95020

Chair: Patricia Bentson

Vice Chair: Theresa Graham

Commissioners: Sam Bozzo, Doc Davis, Luis Ramirez

Staff: Public Work Director Heba El-Guindy and Recreation Manager Adam Henig

Mission Statement

The Parks and Recreation Commission of the City of Gilroy is committed to enhancing the quality of life for its citizens by promoting planning, acquisition, development, and sustainability of parks, trails, cultural, historical and other recreational areas. The commission embraces wellness and recreation, park safety, and inclusiveness for all ages and abilities because Parks Make Life Better.



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Materials related to an item on this agenda submitted to the City of Gilroy Parks and Recreation Commission after distribution of the agenda packet are available with the agenda packet on the City website at www.cityofgilroy.org subject to Staff's ability to post the documents before the meeting.

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PUBLIC COMMENT GUIDELINES:

During the **PUBLIC COMMENT ON ITEMS NOT ON THE AGENDA** portion of the meeting, each person wishing to speak should prepare a presentation of not more than three (3) minutes. Persons wishing to address the Commission are requested, but not required, to complete a Speaker's Card located at the entrances. Completion of this speaker's card is voluntary. All persons may attend this meeting and speak, regardless if a card is completed or not. Speaker's slips should be submitted to

the Secretary **BEFORE** this portion of the meeting begins. Anyone wishing to address the Commission on any other item on this **AGENDA** is requested, but not required, to fill out a speaker's slip as well and submit it to the Secretary **BEFORE** the Commission takes action on the item.

The agenda for this regular meeting is as follows:

1. **CALL TO ORDER**
2. **ROLL CALL**
3. **FLAG SALUTE**
4. **SECRETARY'S REPORT**
5. **APPROVAL OF MINUTES**
 - 5.1. January 16, 2024
6. **APPROVAL OF AGENDA**
7. **INTRODUCTIONS**
 - 7.1 Sam Bozzo
8. **PUBLIC COMMENT ON ITEMS NOT ON THE AGENDA**
9. **PRESENTATION**
 - 9.1. Gilroy Mayor Marie Blankley
10. **NEW BUSINESS**
 - 10.1. **Downtown Pop-Up Park**
 1. Staff Report: Bryce Atkins, Assistant to the City Administrator
 2. Public Comment
 3. Possible Action:
Commission:
 1. Provide any recommendations to City staff regarding the potential inclusive short wall play/sensory structure donation from the Gilroy Rotary Clubs;
 2. Provide a recommendation to the City Council regarding the procurement of design services to develop a park design for the Donald "Elvis" Prieto Downtown Pop-Up Park.
11. **OLD BUSINESS**
 - 11.1. **Pickleball Site Recommendations Project Kick-off**
 1. Staff Report: Bryce Atkins, Assistant to the City Administrator
 2. Public Comment
 3. Possible Action: Commission discussion and provide feedback to City staff.
 - 11.2. **Discuss and Adopt FY24 and FY25 Work Plan**
 1. Staff Report: Adam Henig, Recreation Manager
 2. Public Comment

3. Possible Action: Adopt Parks and Recreation Commission work plan for fiscal years 2024 and 2025.

12. **DEPARTMENT UPDATES**

- 12.1. Recreation Division Updates
- 12.2. Status of City Parks

13. **COMMISSIONER PARK REPORTS & COMMENTS**

13.1. **Commissioner Park Assignments**

- Bentson: Del Rey, Renz, Cydney Casper
- Bozzo: Carriage Hills, El Roble, Miller
- Davis: Christmas Hill Park & Ranch Site, Hecker Pass, Forest, Sunrise
- Graham: Christmas Hill Park & Ranch Site, Los Arroyos, Rainbow, Farrell Avenue
- Ramirez: Gilroy Sports Park, San Ysidro, Las Animas, Butcher

14. **STAFF COMMENTS**

15. **FUTURE COMMISSIONER INITIATED ITEMS**

16. **ADJOURNMENT**

City of Gilroy
Parks and Recreation Commission Regular Meeting Minutes
Tuesday, January 16, 2024 | 6:00 PM

1. **CALL TO ORDER**

Meeting called to order by the chair at 6:04 p.m.

2. **ROLL CALL**

Attendance	Attendee Name
Present	Luis Ramirez, Chair Theresa Graham, Commissioner Pat Bentson, Vice Chair Doc Davis, Commissioner
Absent	None

Staff Present: Adam Henig, Recreation Manager and John Souza, Parks Supervisor

3. **FLAG SALUTE**

4. **SECRETARY'S REPORT**

The agenda was posted on January 10, 2024.

5. **APPROVAL OF MINUTES**

5.1. November 21, 2023

RESULT: Pass

MOVER: Pat Bentson, Commissioner

SECONDER Dale Davis, Voting Member

AYES: Commissioner Bentson, Commissioner Graham, Chair Ramirez, Voting Member Davis

6. **APPROVAL OF AGENDA**

Chair Ramirez requested that Item 11.1 be moved ahead of Item 10.2. He wanted to discuss the work plan and see if it was possible to draft a new work plan before scheduling a commission retreat.

RESULT: Pass with amendment

MOVER: Luis Ramirez, Chair

SECONDER Pat Bentson, Commissioner

AYES: Commissioner Bentson, Commissioner Graham, Chair Ramirez, Voting Member Davis

7. **INTRODUCTIONS**

7.1. Proclamation for former commissioner Ermelindo Puente

Outgoing commissioner Ermelindo Puente served on the Parks & Recreation Commission for two consecutive terms. He is termed out. Prior, he had served on other commissions and has been doing so since the 1980s.

7.2. New Commissioner Salvatore Bozzo

Mr. Bozzo was not in attendance nor has he been sworn in yet. He will be present at the next meeting.

8. **PUBLIC COMMENT ON ITEMS NOT ON THE AGENDA**

None.

9. **PRESENTATION**

Mr. Gary Walter and Mike Monroe presented information about the history and current status of the Miller Red Barn, which is located at Christmas Hill Park on the Ranch Site.

10. **NEW BUSINESS**

10.1. **Selection of Chair and Vice-Chair of Parks and Recreation Commission**

Vice Chair Bentson nominated herself to be chair. Commissioner Davis motioned to make her the chair of the Parks and Recreation Commission for the 2024 term. Commissioner Graham was nominated by Bentson to serve as Vice Chair. Chair Ramirez seconded. Motion passed 4-0-0.

RESULT: Pass

MOVER: Dale Davis, Voting Member

SECONDER Luis Ramirez, Chair

AYES: Commissioner Bentson, Commissioner Graham, Chair Ramirez, Voting Member Davis

10.2. **Selection of a Parks and Recreation Commission Retreat Date**

Since the Commission was unable to come to an agreement over a proposed work plan for FY2024 and FY2025 terms, they have proposed to hold their annual retreat during their next regular meeting, which is scheduled on February 20, 2024. If the Commission is unable to finalize the work plan, they have proposed scheduling a follow-up special meeting on Saturday, February 24, 2024.

RESULT: Pass

MOVER: Luis Ramirez, Chair

SECONDER Pat Bentson, Commissioner

11. OLD BUSINESS

11.1. Review of 2023 Parks & Recreation Commission Work Plan and Preview FY24 and FY25 Work Plan

The Commission discussed ideas for the next work plan, which would cover January 1, 2024 -June 30, 2025. Ramirez recommended the Commission incorporate some of the existing work plan items:

- Hosting Arbor Day
- Training Opportunities for commissioners
- Monitor City Parks
- Participate in Citywide Events
- VTA Measure B programs

In addition, he recommended that the Commission consider studying options to develop a way for parks and recreation services to have dedicated funding sources so it is not reliant on the general fund.

Bentson wanted to add pickleball and conduct a study of shade structures for city playgrounds. Commissioner Graham concurred about adding pickleball, a dedicated source of funding for parks and recreation, and exploring development idea for Christmas Hill Park Ranch Site. Commissioner Davis wanted to keep the dog park discussion on the work plan. No vote was taken.

11. DEPARTMENT UPDATES

12.1. Recreation Division Updates

Henig provided the updates for the Recreation Division.

12.2. Status of City Parks

John Souza mentioned the following during his parks report:

- Working on restoring the restrooms at the Sports Park and Christmas Hill Park, following vandalism.
- Also, working on repairing issues that were caused by vandalism at the Amphitheater, Cydney Casper, and San Ysidro Park.
- Staff is conducting mainline repairs at the Ranch Site and Hecker Pass Park.
- There will be a playground upgrade at Rainbow Park. New mulch will replace the current wood chips at seven park playgrounds.
- A raised sidewalk will be repaired at Rainbow Park.
- Staff is going through the certification process to drive a commercial truck.

13. COMMISSIONER PARK REPORTS & COMMENTS

The commissioners came up with the following new park assignments that they have selected for 2024:

1. Christmas Hill Park & Ranch Site – **Terry & Doc**
2. Gilroy Sports Park - **Luis**
3. Los Arroyos – **Terry**
4. Sunrise Park - **Doc**
5. Del Rey - **Pat**
6. Carriage Hills – **Sam**
7. Hecker Pass – **Doc**
8. Forest - **Doc**
9. San Ysidro - **Luis**
10. Las Animas – **Luis**
11. Butcher - **Luis**
12. Rainbow – **Terry**
13. Farrell Avenue - **Terry**
14. El Roble – **Sam**
15. Renz – **Pat**
16. Cydney Casper - **Pat**
17. Miller – **Sam**

14. **STAFF COMMENTS**

None.

15. **FUTURE COMMISSIONER INITIATED ITEMS**

None.

16. **ADJOURNMENT**

Meeting adjourned at 7:55 p.m.

AH

Adam Henig, Recreation Division
Recording Secretary



City of Gilroy

Parks and Recreation Commission

STAFF REPORT

Agenda Item Title: Downtown Pop-Up Park
Meeting Date: February 20, 2024
From: Bryce Atkins, Assistant to the City Administrator

RECOMMENDATION

Commission:

1. Provide any recommendations to City staff regarding the potential inclusive short wall play/sensory structure donation from the Gilroy Rotary Clubs;
2. Provide a recommendation to the City Council regarding the procurement of design services to develop a park design for the Donald "Elvis" Prieto Downtown Pop-Up Park.

BACKGROUND

The City, under a recommendation from the Downtown Committee and approved by the City Council, began development of a temporary pop-up park located on the field immediately to the north of the Gilroy Center for the Arts. The intent of a pop-up park is to have a temporary park with non-traditional park features in an area that does not traditionally have such facilities, such as a downtown area, a large parking lot, or other heavily hardscaped areas.

With the recommendation being for a pop-up park, staff commenced development on the park with a focus on the temporary nature, being planned to be in place for only a few years at the longest. This is the reason why the trees are all above ground currently at the park area, and the reason why the Parks and Recreation Commission was not engaged in this process originally. The project was initiated by a Council Committee and approved by Council. As the lot is not zoned for a park, and the project was to be temporary, engaging the PRC in a prolonged design project did not seem prudent.

ANALYSIS

With Council's action to name/dedicate the park, the park is not likely to remain a temporary facility. As such, staff is seeking recommendations from the PRC on two

matters relating to the Downtown Pop-Up Park:

Inclusive Play Feature – Recommendation to City Staff

Staff is seeking Commission input into a proposed inclusive play feature. The City has been approached by two of our local Rotary clubs who have submitted a joint application to Amazon Web Services to procure inclusive play equipment to be installed in the Downtown Pop-Up Park. The grant is for \$10,000 worth of equipment but must be installed and have a ribbon cutting within six months. Representatives from Rotary met with Public Works, Recreation, and the City Administrator's Office to discuss the nature of the grant award. At this time the concept from the team is to have a small sensory wall or panels installed along the sidewalk crossing just north of the Gilroy Center for the Arts, the one that extends from the new parking lot to Monterey Street. The proposed location is in the Southwest corner against the sidewalk so that those in wheelchairs or who may have other accessibility needs can access the sensory wall/play feature without having to cross over the grassy area.

Staff would like to receive any comments or ideas of the Parks and Recreation Commission for consideration in installing the play structure in the Downtown Pop-Up Park. Attached to this staff report is a quote obtained by the Rotary Clubs, and pictures of the pieces that are included. Additionally, for more context, there are several examples of different sensory and inclusive play panels from possible vendors. We are not able to install a full play feature because the larger play equipment, as well as the fall protection required to be placed around it, are too expensive to stay within the constraints of the grant funds.

Park Design Process – Recommendation to the Gilroy City Council

With the change in intent of the property from a temporary downtown pop-up park to a named park, the intentional temporary elements installed so far by City staff are no longer appropriate for the establishment of a park on a more long-term basis. City staff does not have internal expertise in park design to develop a design with the high-level of quality available with professional park architects.

As such, staff is seeking the Commission's guidance and its recommendation to the City Council to secure design services to redesign the Temporary Downtown Pop-Up Park to a more long-term park design for the Donald "Elvis" Prieto Downtown Park, to feature more permanent installations and a comprehensive design in keeping with the new intended nature of the park along Monterey Road.

PUBLIC OUTREACH

The item was included on the publicly posted agenda for this meeting.

Attachments:

1. Inclusive Play Wall Structure Examples

Opportunity Name Gilroy Rotary
Quote Name Gilroy Rotary - Inclusive Play
Quote Number 00043640
Quote Date 2/15/2024
Quote Exp Date 5/15/2024
Est Lead Time 8-12 weeks

Bill To Name Gilroy, City of
Bill To 7351 Rosanna Street
 Gilroy, California 95020
 United States

Ship To Name Gilroy, City of
Ship To 613 Old Gilroy Street
 Gilroy, California 95020
 United States

Quantity	Product	Product Description	Sales Price	Total Price
1.00	184886A	Navigator Reach Panel w/ (2) Posts, Colors TBD	\$1,300.00	\$1,300.00
1.00	184891A	Bongo Reach Panel w/ (2) Posts, Colors TBD	\$1,580.00	\$1,580.00
1.00	184897A	Marble Panel w/ (2) Posts, Colors TBD	\$3,380.00	\$3,380.00
1.00	184898A	Color Splash Panel w/ (2) Posts, Colors TBD	\$4,140.00	\$4,140.00
1.00	298236	Communication Board, Post Color TBD	\$1,779.00	\$1,779.00

Total Quote Amounts

County/ City Tax	Santa Clara County	Materials Amount	\$12,179.00
Tax Rate	9.1250%	Tax Amount	\$1,111.33
Credit Terms	Net 30 On Materials Shipment	Labor Amount	\$0.00
		Freight Amount	\$0.00
		Total	\$13,290.33

Notes to Customer

Thank you for the opportunity to quote your upcoming project. PLEASE NOTE: Quote does not include installation, offload, site work, payment and performance bonds, engineering calculations, security/fencing, storage, permits, safety surfacing or inspection unless otherwise noted. Unless noted, freight costs are based on semi-truck access and do not include a lift-gate.

If ordering materials after the quoted expiration date, please request a revised quote for current pricing. Due to material cost increases and a fluid pricing environment, Ross Recreation cannot hold pricing past the stated expiration date on this quote.

Deposits may be required before an order can be placed depending on customer credit terms. Your purchase is subject to the terms and conditions of this quote. Approval of this quote agrees to those terms.

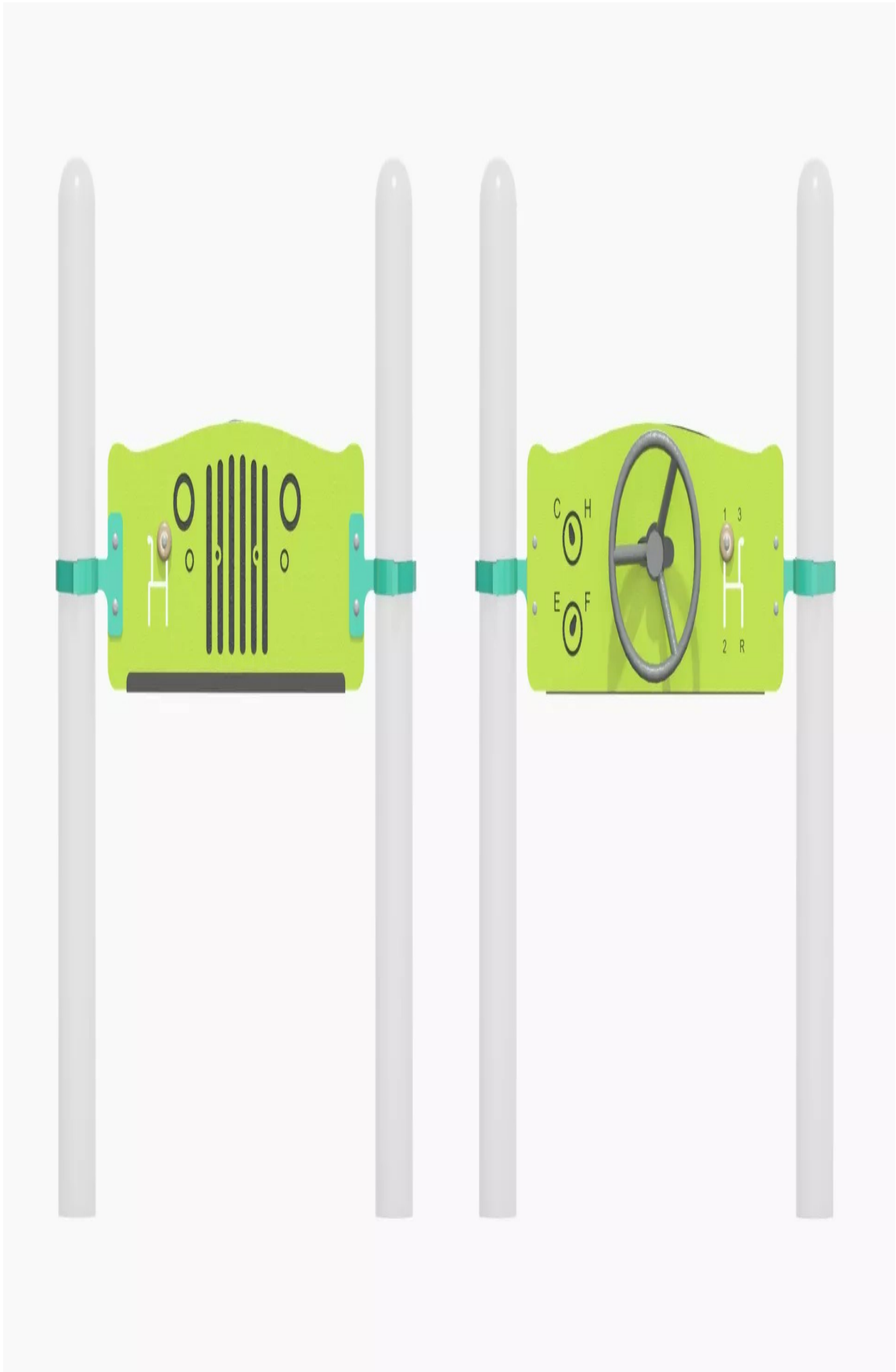
Signature _____

Name _____

Title _____

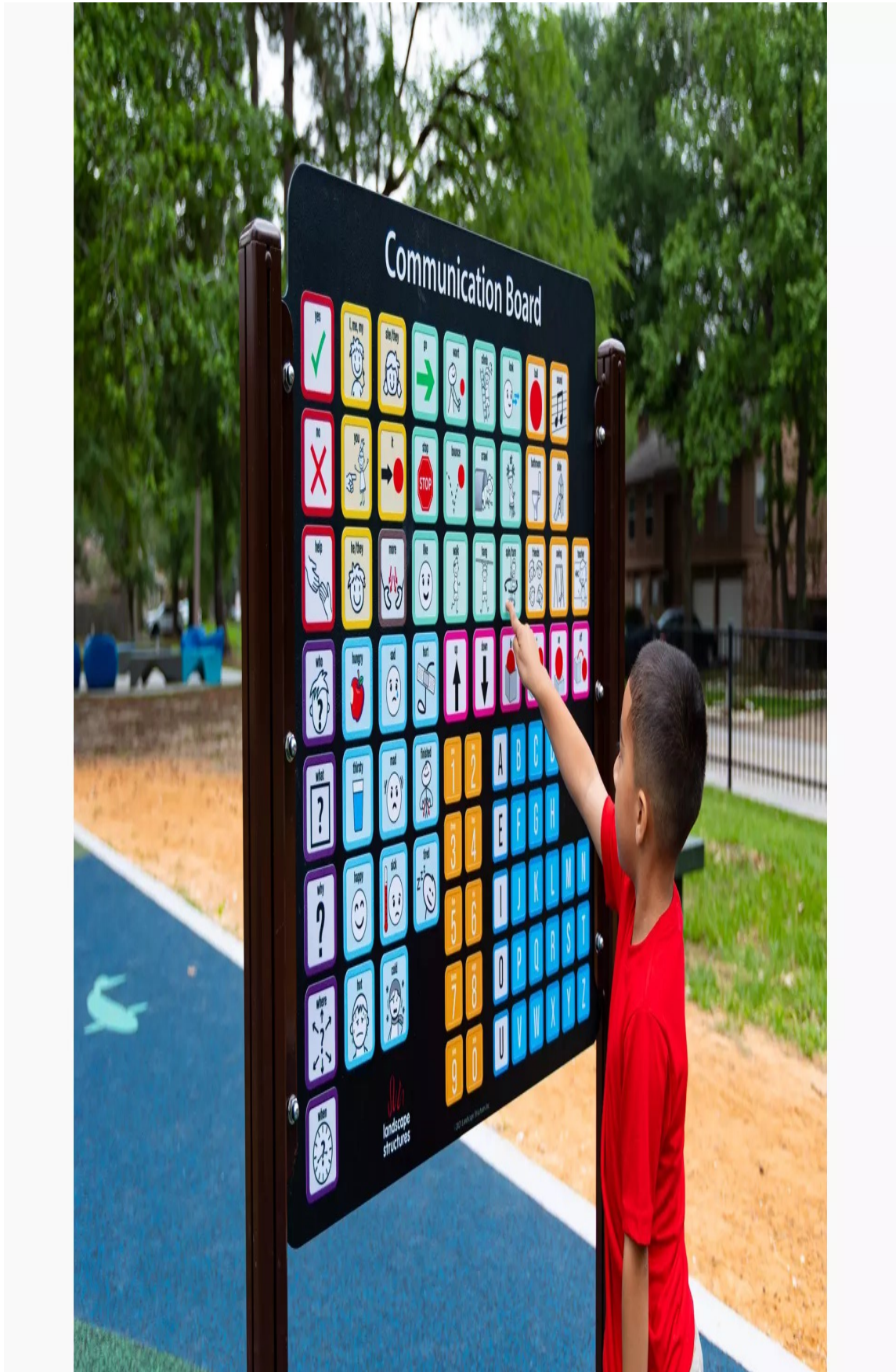
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Prepared By Casey Hilbert
Email caseyh@rossrec.com











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Playground Components

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Refine Your Results

Product Type

- ☒ Freestanding Playground Equipment (48)

Age Range

- ☐ 6 to 23 months (16)
- ☐ 2 to 5 years (44)
- ☐ 5 to 12 years (42)
- ☐ 13+ years (13)

Play Styles

- ☒ Inclusive Play (48)
- ☐ Fitness (2)
- ☐ Sensory Diverse (31)

Product Categories

- ☐ Surfacing (2)

Component Types

- ☐ Learning Wall (5)
- ☐ Motion & More Fun (4)
- ☐ Sensory Play (29)
- ☐ Signs (1)

48 Results

Sort by:

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(If available)

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Alphamaze and Labyrinth Panel™

Age Ranges

6 to 23 months, 2 to 5 years, 5 to 12 years

Product Categories

Freestanding Play

Price Range (USD)

\$0K-\$5K

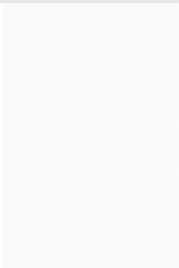
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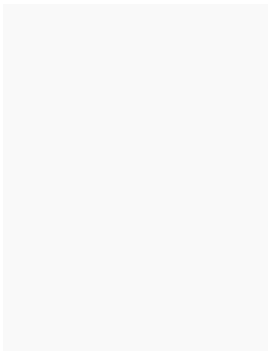
Bongo and Alphamaze Panel™

Age Ranges	2 to 5 years, 5 to 12 years
Product Categories	Freestanding Play
Price Range (USD)	\$0K-\$5K



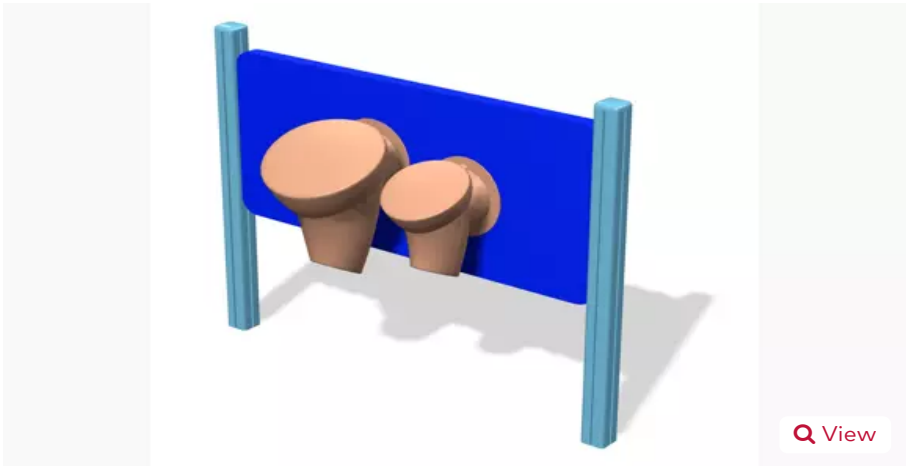
Bongo and Xylofun Panel™

Age Ranges	2 to 5 years, 5 to 12 years
Product Categories	Freestanding Play
Price Range (USD)	\$0K-\$5K



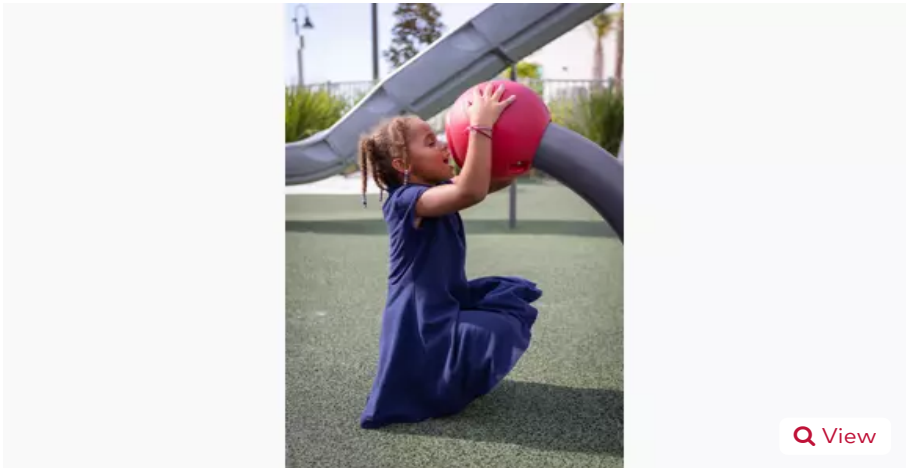
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Bongo Reach Panel

Age Ranges	2 to 5 years, 5 to 12 years
Product Categories	Freestanding Play
Price Range (USD)	\$0K-\$5K



Chatter Noodle® Talk Tube

Age Ranges	2 to 5 years, 5 to 12 years
Product Categories	Freestanding Play
Price Range (USD)	\$0K-\$5K

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Clear Paint Panel

Age Ranges

6 to 23 months, 2 to 5 years

Product Categories

Freestanding Play

Price Range (USD)

\$0K-\$5K



[View](#)

Color Splash Panel™

Age Ranges

6 to 23 months, 2 to 5 years, 5 to 12 years

Product Categories

Freestanding Play

Price Range (USD)

\$0K-\$5K



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Elevated Sand Table

Age Ranges	2 to 5 years
Product Categories	Freestanding Play
Price Range (USD)	\$0K-\$5K



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Friendship® Swing w/5" Arch Swing Frame Additional Bay

Age Ranges	2 to 5 years, 5 to 12 years
Product Categories	Freestanding Play
Price Range (USD)	\$0K-\$5K

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Friendship® Swing w/5" Arch Tire Swing Frame Additional Bay

Age Ranges	2 to 5 years, 5 to 12 years
Product Categories	Freestanding Play
Price Range (USD)	\$0K-\$5K



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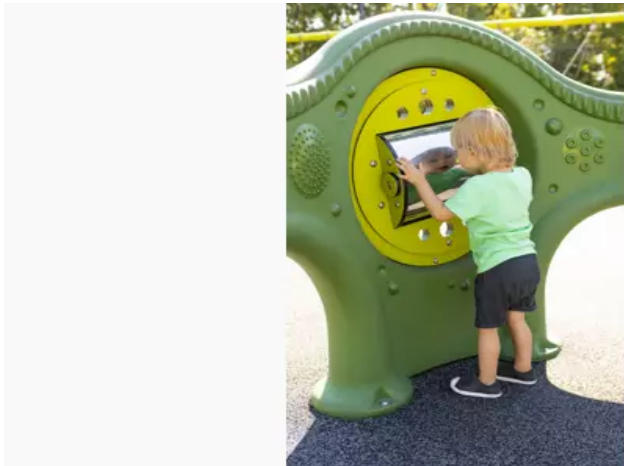
Friendship® Swing w/Single Post Swing Frame 52" Bury

Age Ranges	2 to 5 years, 5 to 12 years
Product Categories	Freestanding Play
Price Range (USD)	\$0K-\$5K



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Fun Mirror Panel®

Age Ranges

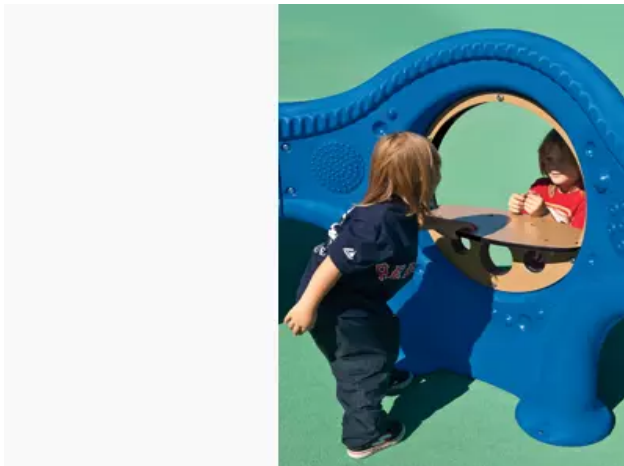
6 to 23 months, 2 to 5 years, 5 to 12 years

Product Categories

Freestanding Play

Price Range (USD)

\$0K-\$5K



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Imagination Table™

Age Ranges

6 to 23 months, 2 to 5 years, 5 to 12 years

Product Categories

Freestanding Play

Price Range (USD)

\$0K-\$5K

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Kaleidospin Panel®

Age Ranges

6 to 23 months, 2 to 5 years, 5 to 12 years

Product Categories

Freestanding Play

Price Range (USD)

\$0K-\$5K



Marble Panel®

Age Ranges

6 to 23 months, 2 to 5 years, 5 to 12 years

Product Categories

Freestanding Play

Price Range (USD)

\$0K-\$5K



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Molded Bucket Seat (5-12 yrs) w/Harness and w/Chains

Age Ranges	5 to 12 years
Product Categories	Freestanding Play
Price Range (USD)	\$0K-\$5K

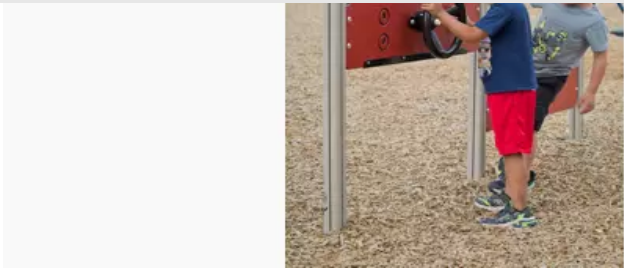


Molded Bucket Seat w/Chains

Age Ranges	2 to 5 years, 5 to 12 years
Product Categories	Freestanding Play
Price Range (USD)	\$0K-\$5K

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Navigator Reach Panel

Age Ranges	6 to 23 months, 2 to 5 years, 5 to 12 years
Product Categories	Freestanding Play
Price Range (USD)	\$0K-\$5K



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Optigear Panel®

Age Ranges	6 to 23 months, 2 to 5 years, 5 to 12 years
Product Categories	Freestanding Play
Price Range (USD)	\$0K-\$5K



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Rhapsody® Goblet Drum

Age Ranges

2 to 5 years, 5 to 12 years, 13+ years

Product Categories

Freestanding Play

Price Range (USD)

\$0K-\$5K


[View](#)

Rhapsody® Kettle Drum

Age Ranges

2 to 5 years, 5 to 12 years, 13+ years

Product Categories

Freestanding Play

Price Range (USD)

\$0K-\$5K

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Rhapsody® Kundu Drum

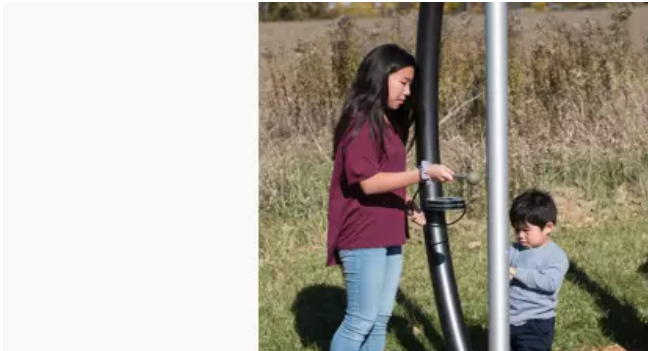
Age Ranges	2 to 5 years, 5 to 12 years, 13+ years
Product Categories	Freestanding Play
Price Range (USD)	\$0K-\$5K



[View](#)

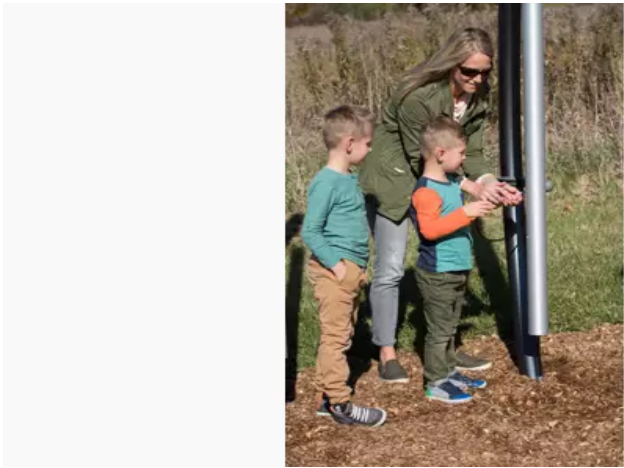
Rhapsody® Tongue Drum

Age Ranges	2 to 5 years, 5 to 12 years, 13+ years
Product Categories	Freestanding Play
Price Range (USD)	\$0K-\$5K



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[Rhapsody® Vibra® Chime 2](#)

Age Ranges	2 to 5 years, 5 to 12 years, 13+ years
Product Categories	Freestanding Play
Price Range (USD)	\$0K-\$5K



[View](#)

[Rhapsody® Vibra® Chime 3](#)

Age Ranges	2 to 5 years, 5 to 12 years, 13+ years
Product Categories	Freestanding Play
Price Range (USD)	\$0K-\$5K

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Rhapsody® Vibra® Chime 4

Age Ranges	2 to 5 years, 5 to 12 years, 13+ years
Product Categories	Freestanding Play
Price Range (USD)	\$0K-\$5K



Rhapsody® Vibra® Chime 5

Age Ranges	2 to 5 years, 5 to 12 years, 13+ years
Product Categories	Freestanding Play
Price Range (USD)	\$0K-\$5K



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Rhapsody® Vibra® Chime 7

Age Ranges	2 to 5 years, 5 to 12 years, 13+ years
Product Categories	Freestanding Play
Price Range (USD)	\$0K-\$5K



Rhapsody® Vibra® Chime 8

Age Ranges	2 to 5 years, 5 to 12 years, 13+ years
Product Categories	Freestanding Play
Price Range (USD)	\$0K-\$5K

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Ring-a-Bell™ Reach Panel

Age Ranges	2 to 5 years, 5 to 12 years
Product Categories	Freestanding Play
Price Range (USD)	\$0K-\$5K



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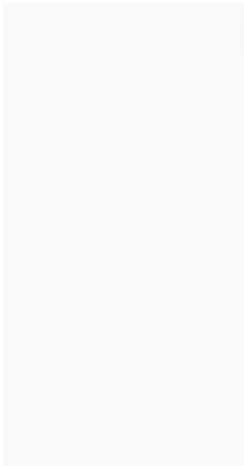
Sign Language Panel

Age Ranges	6 to 23 months, 2 to 5 years
Product Categories	Freestanding Play
Price Range (USD)	\$0K-\$5K



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Stationary Cyclers, Accessible

Age Ranges	5 to 12 years
Product Categories	Freestanding Play
Price Range (USD)	\$0K-\$5K



[View](#)

SuperScoop, Accessible

Age Ranges	6 to 23 months, 2 to 5 years, 5 to 12 years
Product Categories	Freestanding Play
Price Range (USD)	\$0K-\$5K

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[Symbol Communication Sign w/2 Posts](#)

Product Categories

Freestanding Play

Price Range (USD)

\$0K-\$5K



[View](#)

[Talk Tubes w/2 PlayShaper® Posts](#)

Age Ranges

6 to 23 months, 2 to 5 years, 5 to 12 years

Product Categories

Freestanding Play

Price Range (USD)

\$0K-\$5K



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Transfer Station

Product Categories
Price Range (USD)

Freestanding Play
\$0K-\$5K



[View](#)

TuffTimbers™ Access Wedge

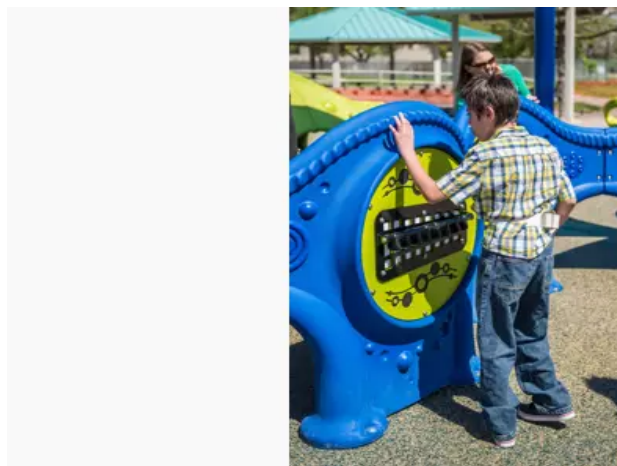
Age Ranges
Product Categories
Price Range (USD)

2 to 5 years, 5 to 12 years, 13+ years
Freestanding Play
\$0K-\$5K



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Xylofun Panel®

Age Ranges

Product Categories

Price Range (USD)

6 to 23 months, 2 to 5 years, 5 to 12 years

Freestanding Play

\$0K-\$5K

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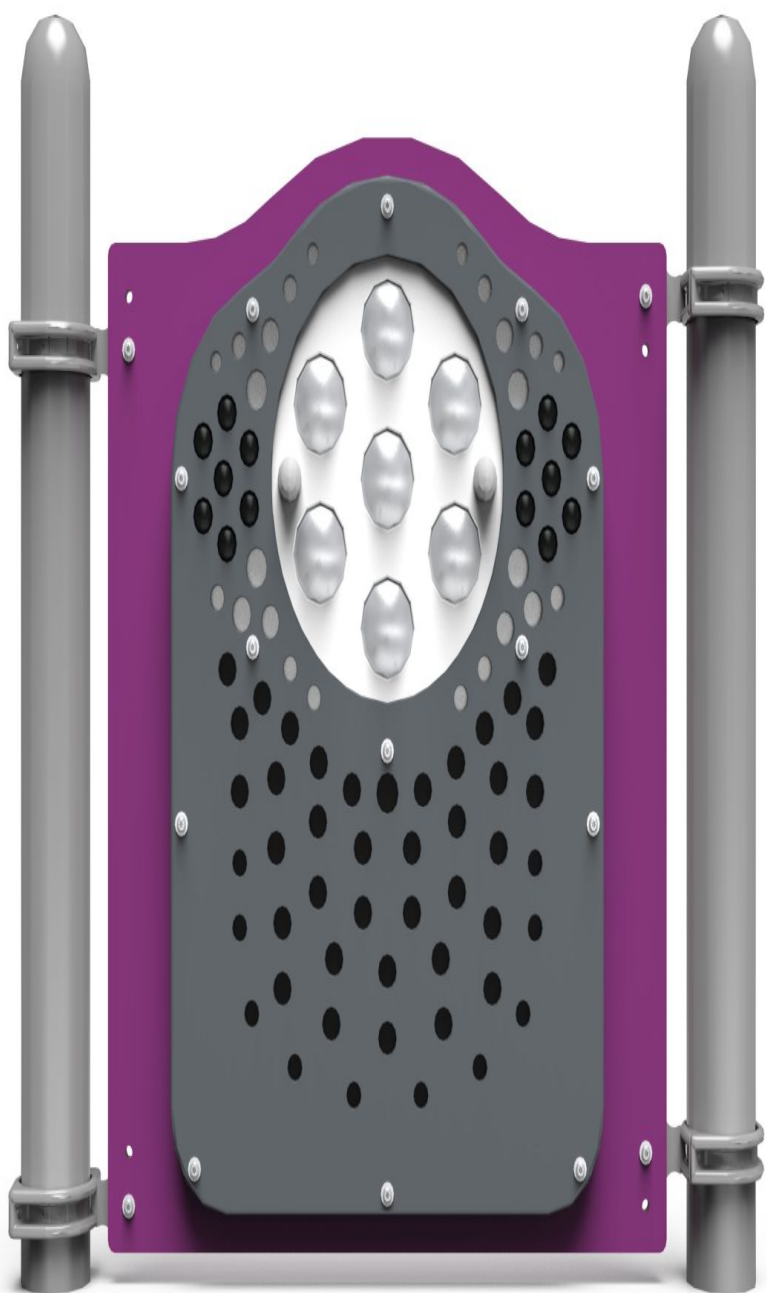
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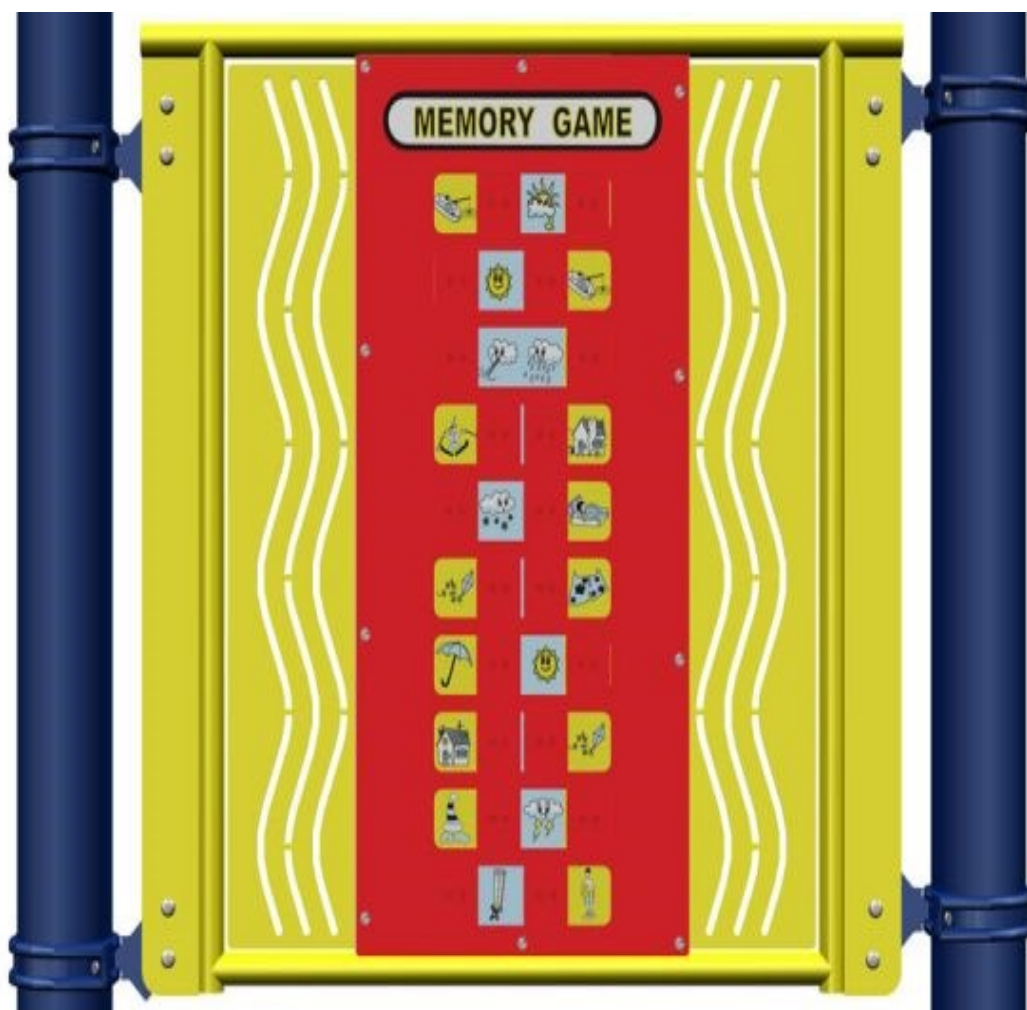
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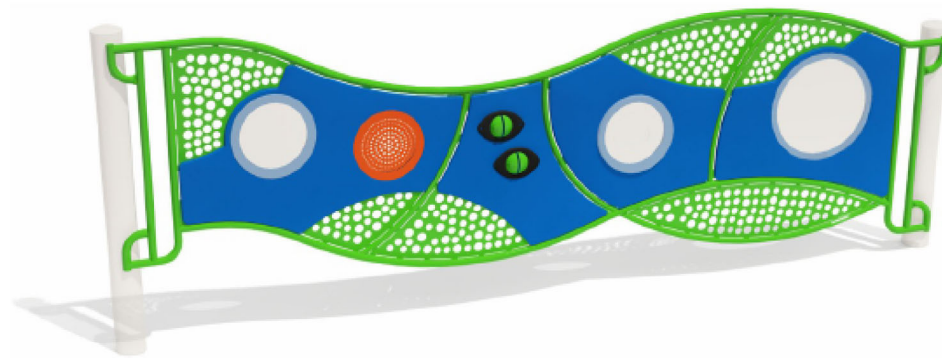
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Sensory Wave® Wall



City of Gilroy

Parks and Recreation Commission

STAFF REPORT

Agenda Item Title: Pickleball Site Recommendations Project Kick-off
Meeting Date: February 20, 2024
From: Bryce Atkins, Assistant to the City Administrator

RECOMMENDATION

Commission discussion and provide feedback to City staff.

BACKGROUND

There have been calls for the development of pickleball courts within the City of Gilroy. The Parks and Recreation Commission (PRC) has held discussions regarding three possible locations, which culminated in the meeting and input provided at its September 19, 2023 regular meeting. In November of 2023, City staff came before the PRC and advised that, although the PRC provided comments about some of the locations, a more detailed and firm recommendation was going to be required. At the meeting of November 21, 2023, staff advised the PRC that it would be returning in the new calendar year with a plan for carrying out this assessment and developing firm recommendations.

ANALYSIS

For this project, staff is planning the following methodology to the study and recommendations. Staff is asking for Commission feedback if there are any additional considerations or changes it would like to recommend for this process.

Evaluation and Ranking Tool

Staff is proposing to use a Multi-Criteria Decision Analysis (MCDA) model for the scoring and ranking of locations to develop the list and prioritization of locations for potential future pickleball courts. MCDA allows each individual evaluator to determine their own weighed scores for assigning points to a location. The evaluator's weighing is used for their evaluation of all sites, and then the resulting number of points is then produced for each site. Each evaluator will have a maximum number of points in a range possible, so that each evaluator's points for a particular location will then be averaged, resulting in a

ranking without having to disagree about the prioritization and assignment of points in the evaluation method.

Professional Support

Based on the feedback from the PRC at the November 2023 meeting, staff reached out to both the US and California Pickleball Associations. At this time, neither organization has responded to requests for technical assistance. Staff will continue to request their assistance. If by the time evaluation is to begin and no response is received, staff will reach out to local players and online resources to obtain the listing of design and location criteria that is preferred from a player and official league perspective for the PRC to consider.

Schedule

Below is a tentative schedule for this project, as well as the key steps of the process.

Timeframe	Task
March 2024	PRC to receive presentation regarding characteristics of ideal pickleball courts from a pickleball perspective.
April 2024	PRC commissioners to develop their individual weighed scoring structure in preparation for site evaluations.
May 2024	Staff and PRC to compile list of all possible locations of existing City facilities where a pickleball court, or courts, may be viable in the future. This list will form the universe for evaluation and site preference rankings.
June 2024 through August 2024	PRC Commissioners conduct site visits and complete individual scoring.
August 2024	PRC Commissioners to report out the results at the August meeting with staff documenting the scores into the MCDA model.
September 2024	Based on scores, staff will prepare and present at this meeting the draft results for consideration. PRC members will then have their first deliberation and questions about the results.

October 2024	PRC will complete deliberations and provide final comments and suggested edits to the report.
November 2024	Staff will return to the PRC with the final draft version on behalf of the PRC, request adoption of the report, and PRC to issue a recommendation action to City staff and Council.

Each of these sessions will be on a publicly posted agenda, and public comment may be received at each stage of the project.

PUBLIC OUTREACH

The item was included on the publicly posted agenda for this meeting. There will be future discussion nearly each month on this topic for the remainder of this calendar year, and there may be opportunities for more targeted outreach as the project unfolds.



City of Gilroy Parks and Recreation Commission

STAFF REPORT

Agenda Item Title: Discuss and Adopt FY24 and FY25 Work Plan
Meeting Date: February 20, 2024
From: Adam Henig, Recreation Manager

RECOMMENDATION

Adopt Parks and Recreation Commission work plan for fiscal years 2024 and 2025.

BACKGROUND

The Parks and Recreation Commission is tasked with developing and adopting a new work plan, which will reflect what the Commission will be working on during the (remainder of) fiscal years 2024 and 2025 (July 1, 2024 – June 30, 2025).

The previous work plan had eight items, six of which were completed:

- **Host Arbor Day** – December 6 at Hecker Pass Dog Park
- **Training Opportunities** – Attended webinars and Bike Conference
- **Monitor City Parks** – commissioners responsible for reporting on assigned parks throughout the year.
- **Participate in Citywide Events** – Volunteered at Breakfast with Santa event at Senior Center in December 2023.
- **VTA Measure B Bicycle and Pedestrian Education and Encouragement Fund** – participated in Bike to Wherever Day event in May 2023.
- **Study Dog Park** – Commissioners composed memo of recommended current and future improvements to dog parks and submitted it to new Public Works Director.

The two that were not completed were “Coffee in the Park” and “Update Gift and Sponsorship Policy.” At each monthly meeting, the Commission reviews its current work plan to ensure the assignments are completed or in the process of being completed.

If the Commission is unable to adopt a work plan at this meeting, then they will meet, per their approval at the January 16 regular meeting, on Saturday, February 24 for a special meeting to complete the task.

ANALYSIS

The Commission should take the following into consideration when developing their work plan.

- It should align with at least one of the current City Council priorities:
 - Develop a Financially Resilient Organization that Relies on Local Revenues and Resources
 - Maintain and Improve City Infrastructure Including Streets, Facilities, and Incorporates Green Energy Practices
 - Promote Economic Development Activities that Create Opportunities for Quality Employment and Increase the City's Tax Base
 - Ensure Neighborhood Equity from City Services Including Public Safety, Streets, Parks, and Recreation
 - Promote Availability of Safe, Affordable Housing for all Gilroy Residents
- The work plan should comprise of tasks that have a clear, concise, and measurable goal that can be delivered upon no later than June 30, 2025.
- It should also be aligned with the Commission mission statement, which was adopted in 2018: *The Parks and Recreation Commission of the City of Gilroy is committed to enhancing the quality of life for its citizens by promoting planning, acquisition, development, and sustainability of parks, trails, cultural, historical and other recreational areas. The commission embraces wellness and recreation, park safety, and inclusiveness for all ages and abilities because Parks Make Life Better.*

During the regular meeting in January, the Commission began its discussion about the new work plan and came up with the following ideas to consider:

- ☐ Hosting Arbor Day
- ☐ Training Opportunities for commissioners
 - Silicon Valley Bicycle Coalition annual summit
- ☐ Monitor City Parks
- ☐ Participate in Citywide Events
 - Breakfast with Santa
- ☐ VTA Measure B programs
 - Bike to Wherever Day
 - Bike Safety Event at South Valley Middle School
- ☐ Studying opportunities for parks and recreation services to have dedicated funding sources
- ☐ Pickleball analysis
- ☐ Study of shade structures needed for city park playgrounds
- ☐ Exploring future development of Christmas Hill Park Ranch Site.
- ☐ Continue discussion of the city's dog parks.

Staff also wanted the Commission to consider adding "Storywalk" to the list. At a recent

Library Commission meeting, Gilroy Library staff announced they are interested in collaborating with the City to install a Storywalk at a city park or trail. A Storywalk “places an illustrated children’s book, taken apart and displayed page by page, along a walking route in your community (according to the website, Bookriot).” The library has identified funding of their own for this project.

PUBLIC OUTREACH

This agenda report was included in the publicly posted agenda for this meeting.

Attachments:

1. 2023 Work Plan as of 1.3.24

2023 PARKS AND RECREATION COMMISSION CURRENT WORK PLAN

Project Name	Work	Lead Commissioner/ Staff	Deliverable in 12 months	City Council Priority	Status
Host Arbor Day	Develop a community event around Arbor Day; Tout achievements (background on Arbor Day)	Commissioners & Staff	Identify park to host and celebrate Arbor Day event.	Improve City infrastructure; Neighborhood Equity	COMPLETED: Hecker Pass Park on December 6.
Training Opportunities for Commissioners	Participate in parks and recreation training opportunities	Pat/Terry	Inform commissioners about upcoming opportunities; participate in trainings	N/A	COMPLETED: Chair and Staff attended 2023 Silicon Valley Bicycle Summit in August in Mountain View
Coffee in the Park	Meet with park users and discuss ways to improve the safety and usage of the park. Commissioners share feedback	Luis & Ermelindo	1) Select date and park (LAVP) 2) Develop plan for the event 3) Contact neighbors 4) Gather feedback 5) Report to Council; For event, use post-in notes to address resident concerns, have Spanish interpreter & PD representative, and coffee/deserts	Ensure neighborhood equity	Postponed: Due to nature of event, required to become a special meeting
Monitor City parks	Share observations about parks at monthly meetings; commissioners are responsible for reporting on their park assignments at monthly meetings; utilize checklist	Commissioners	Commissioners have been assigned two or more parks to report on at each meeting	Maintain and Improve City infrastructure	COMPLETED: Assignments have been updated to reflect newly appointed commissioners
Participate in Citywide Events	Meet and greet residents at special events in the City; inform residents about the Commission & parks and recreation	Commissioners	Downtown Live; Breakfast with Santa (December); Senior Center; creek clean-up	N/A	COMPLETED: Commissioners supported the Breakfast with Santa event on December 9
VTA Measure B Bicycle and Pedestrian Education and Encouragement Fund	Submit project ideas to VTA for consideration of Measure B funds; eligible projects must be focused on pedestrian and bicycle education and encouragement	Staff	PRC will participate hosting an energizer station at Bike to Wherever Day on May 18 at Christmas Hill Park Levee	N/A	COMPLETED: City of Gilroy Recreation hosted energizer station at Bike to Wherever Day 2023; Chair & Staff attended SVBC 2023 Summit
Study Dog Parks	Commission will review the City's two current dog parks and consider options for a future one.	Doc, Terry, Ermelindo	Look into the problems with the current dog parks at Las Animas and Hecker Pass parks. Identify potential solutions and cost estimates. Gather feedback from users.	Maintain and Improve City infrastructure	COMPLETED: Commissioners submit a one-page memo highlights current and future dog park needs.
Update "Gift and Sponsorship Policy"	Commission will review and make recommended changes to the current Gift and Sponsorship Policy.	Staff	Update current policy and, once finalized, recommend it to City Council	Develop financially	No update

Items Discussed but not adopted

- Increase participation in recreation programs
- Expand youth scholarship program

Revised January 3, 2024

- Partner with schools
- Paint footprints around playground structure
- Identify playgrounds that need shade structure
- Volunteer with the Adaptive Program



City of Gilroy Recreation Division

7171 Hanna Street | (408) 846-0460

Rec@cityofgilroy.org | www.cityofgilroy.org/recreation

The following updates since the previous commissioner meeting are from the Recreation Division.

- **Pickleball Tournament** – On February 7, Gilroy Recreation hosted its first ever pickleball tournament at Wheeler Gym. There were 24 participants and two winners. Recreation Specialist Casey Haney led the event.



- **Youth Basketball League** – The annual Gilroy Recreation Youth Basketball League concluded on Saturday, February 10. There were four divisions, including for the first time a preschool age group. Enrollment increased from 107 last year to 128 this year, a 16% increase.
- **Summer Day Camp at Gilroy Gardens is back!** For the first time since 2019, Gilroy Recreation will be offering its traditional week-long, all day summer camp,

which will be held at Gilroy Gardens. More than 200 campers are expected to participate. The City is currently hiring summer staff.

- **Pool Operator approved for 2024.** The City Council on February 5 approved the City to extend the option to Swimming Swan Aquatics to operate the Christopher High School Aquatics Center for one more year.
- **Adaptive Valentine's Day Dance.** There were more than 70 participants at the February 9 dance at the Senior Center.
- **Chinese New Years celebrated at Senior Center.** On February 9, the Senior Center celebrated Chinese New Year. More than 90 seniors were in attendance and treated to Kung Pao Chicken and eggrolls.
- **Tax Time** – Starting earlier this month, AARP is currently providing no cost tax services to eligible seniors at the Senior Center.
- **Information about Registration for Recreation Programs**



- After the conclusion of every class or camp, we send participants a 5-question survey. We recently sifted through the information and found out the following information:
 - When asked, "How did you hear about the program?" (Sample size 472)
 - 44% - Recreation Guide
 - 23% - Online registration website
 - 13% - Word of Mouth
 - 8% - Returnee
 - 1% - Google search, social media, e-newsletter
 - "How would you rate the registration process?" (Sample size 619)
 - 91% - Easy
 - 7% - Not easy/not difficult
 - 2% - Difficult