

REVISED

City of Gilroy Parks and Recreation Commission Regular Meeting Minutes Tuesday, February 28, 2023 | 6:00 PM

1. CALL TO ORDER

Meeting was called to order by Chair Ramirez at 6:02 p.m.

2. ROLL CALL

Attendance	Attendee Name
Present	Eric Arredondo, Commissioner Ermelindo Puente, Commissioner Luis Ramirez, Commissioner Chair Pat Bentson, Vice Chair Commissioner Theresa Graham, Chair Commissioner
Absent	Sergio Patterson, Commissioner Vice-Chair

3. FLAG SALUTE

4. SECRETARY'S REPORT

The Parks and Recreation Commission agenda was posted online on and posted in the City Hall kiosk on February 23, 2023.

5. APPROVAL OF MINUTES

5.1. January 17, 2023

RESULT:

MOVER: Luis Ramirez, Commissioner

SECONDER Ermelindo Puente, Commissioner

AYES: Commissioner Arredondo, Commissioner Puente, Commissioner Ramirez, Commissioner Bentson, Commissioner Graham

ABSENT: Vice Chair Patterson

February 7, 2023 (Retreat)

RESULT:

MOVER: Ermelindo Puente, Commissioner

SECONDER Pat Bentson, Commissioner

AYES: Commissioner Arredondo, Commissioner Puente, Chair Ramirez, Commissioner Graham

ABSENT: Commissioner Patterson

6. APPROVAL OF AGENDA

RESULT:

MOVER: Ermelindo Puente, Commissioner

SECONDER Eric Arredondo, Commissioner

AYES: Commissioner Arredondo, Commissioner Puente, Chair Ramirez, Commissioner Bentson, Commissioner Graham

ABSENT: Vice Chair Patterson

7. **INTRODUCTIONS**

None.

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

None.

9. **NEW BUSINESS**

9.1. **Adoption of 2023 Parks & Recreation Commission Work Plan**

The Commission made the following updates to their proposed 2023 work plan:

- **Host Arbor Day:** City staff will assist identifying a park and date to celebrate Arbor Day.
- **Training opportunities:** Commissioner Bentson and Henig will inform the Commission about upcoming training opportunities.
- **Coffee in the Park:** The Commission will host it at Las Animas Veterans Park (LAVP). Date and time to be announced, though, the Commission prefers to host the event on the weekend in the morning. The plan is to have the chair facilitate the discussion and ask park users to note their feedback using Post-it notes and place them on easels, which will be setup. Spanish translator will be provided. Will need to have coffee, cookies, water, cups, and plates.
- **Monitor City Park Assignments:** the parks listed below will be assigned the following commissioners:
 - Ramirez – Miller, LAVP, Christmas Hill
 - Arredondo- Los Arroyos, Forest
 - Graham – Hecker Pass, El Roble, Rainbow, Farrell Ave.
 - Bentson – Del Rey, Cydney Casper
 - Puente – San Ysidro, Renz, Butcher
 - Patterson – Sunrise and Carriage Hills
- **Participate in citywide events:** Commissioners will participate in Downtown Live during the summer; Breakfast with Santa in December (if offered); Creek clean-up
- **VTA Measure B:** Commissioners will participate in the Bike to Wherever Day on May 18 at the Levee. Puente will invite the “lowrider” bike community.
- **Study dog parks:** Chair Ramirez and Commissioner Graham will take the lead. Commissioners have been asked to visit current dog parks prior to next meeting and report back on their findings. Also, visit other city dog parks/research online to identify best practices.
- **Update Gift and Sponsorship Policy:** Henig will bring forth to the commission proposed changes to the current policy later in the year.

Since the Commission did not motion to approve the 2023 work plan, they will need to do so at their next meeting.

9.2. **Parks & Recreation Commission Fiscal Year 2024 and Fiscal Year 2025 Budget Requests**

The Commission identified four items for possible recommendations for Council to adopt into the upcoming budget cycle:

1. **Playground shade structure** – Graham will take the lead in finding out the costs and possible locations.
2. **Astroturf at dog park** – Ramirez will investigate installing Astroturf at the LAVP dog park. He'll also explore adding shade, more trees, water spigot, benches, and dog toys.
3. **Master Plan** – Henig will seek an estimate of the costs for the City to update their Parks and Recreation Master Plan.
4. **Park Ranger** – Bentson and Puente will investigate the costs of creating a city park ranger position.

10. **OLD BUSINESS**

None.

11. **DEPARTMENT UPDATES**

11.1. Recreation Division Updates

Henig reviewed the report enclosed in the meeting packet.

12. **BICYCLE & PEDESTRIAN ENCOURAGEMENT & EDUCATION**

No report provided.

13. **COMMISSIONER PARK REPORTS & COMMENTS**

The following items were mentioned:

- Puente – observed no changes at San Ysidro, Forest, and Butcher parks.
- Bentson – said Del Rey playgrounds had excessive water; inquiring about drainage. Cydney Casper looked fine. Noticed trees are dried out at Christmas Hill by the Major field.
- Ramirez – Miller is being overused during the rainy season, leaving field dug up in certain areas of the park.

14. **STAFF COMMENTS**

14.1.

Henig reviewed these items with Commissioners:

1. Training requests – notify staff about potential trainings.
2. City Board and Commission Manual – will be available once City Council approves it.

3. Council Correspondence – can be submitted to Council on behalf of Commission.

15. **FUTURE COMMISSIONER INITIATED ITEMS**

None.

16. **ADJOURNMENT**

Meeting adjourned at 8:04 p.m.

AH

Adam Henig, Recreation Division
Recording Secretary