



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



TUESDAY, APRIL 15, 2025 | 6:00 PM

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

Chair: Luis Ramirez

Vice Chair: Javier Martinez

Commissioners: Sam Bozzo, Theresa Graham, Jesse Jimenez, Emily Miller, and Jorge Vargas

Staff: Public Works Director John Doughty 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.



In compliance with the Americans with Disabilities Act, the City will make reasonable arrangements to ensure accessibility to this meeting. If you need special assistance to participate in this meeting, please contact the City Clerk's Office at least 72 hours prior to the meeting at (408) 846-0204 or cityclerk@cityofgilroy.org to help ensure that reasonable arrangements can be made.



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. March 18, 2025
6. **APPROVAL OF AGENDA**
7. **PUBLIC COMMENT ON ITEMS NOT ON THE AGENDA**
8. **PRESENTATION ABOUT CIVIC CENTER MASTER PLAN**
9. **NEW BUSINESS**
10. **OLD BUSINESS**
 - 10.1. **FY24 and FY25 Parks and Recreation Commission Workplan**
 1. Staff Report: Adam Henig, Recreation Manager
 2. Public Comment
 3. Possible Action: Receive and comment on the FY24 and FY25 Parks and Recreation Commission Work Plan.
11. **PARKS & RECREATION UPDATES**
 - 11.1. Recreation Division
 - 11.2. Parks Division

12. **COMMISSIONER PARK REPORTS & COMMENTS**

12.1.

- **Bozzo** - Carriage Hills, Gateway, Miller
- **Graham** – Rainbow, Gilroy Sports
- **Jimenez** – Farrell, Forest, San Ysidro
- **Martinez** – Rainbow, Los Arroyos, Las Animas
- **Miller** - Cydney Casper, Del Rey, Gilroy Sports
- **Ramirez** – Butcher, El Roble, Renz, Sunrise
- **Vargas** - Christmas Hill Park & Ranch Site, Hecker Pass, Las Animas

13. **STAFF COMMENTS**

- 13.1. Upcoming Civic Center Master Plan workshop (5/20) and District-based Elections public hearings (4/21 and 5/5)

14. **ADJOURNMENT**

City of Gilroy
Parks and Recreation Commission Regular Meeting Minutes
Tuesday, March 18, 2025 | 6:00 PM

1. **CALL TO ORDER**

Meeting was called to order by Chair Ramirez at 6:01 p.m.

2. **ROLL CALL**

Attendance	Attendee Name
Present	Luis Ramirez, Chair Javier Martinez, Vice Chair Salvatore Bozzo, Commissioner Emily Miller, Commissioner Jorge Vargas, Commissioner
Absent	Jesse Jimenez, Commissioner Theresa Graham, Commissioner

3. **FLAG SALUTE**

4. **SECRETARY'S REPORT**

Meeting packet was posted on March 13, 2025.

5. **APPROVAL OF MINUTES**

5.1. February 18, 2025

Vice Chair Martinez requested the minutes be amended to include his park assignment at Las Animas. Amendment was supported

RESULT: Pass with amendment

MOVER: Sam Bozzo, Commissioner

SECONDER Luis Ramirez, Chair

AYES: Commissioner Martinez, Commissioner Ramirez, Commissioner Bozzo, Commissioner Miller, Commissioner Vargas

ABSENT: Commissioner Graham, Commissioner Jimenez

6. **APPROVAL OF AGENDA**

RESULT: Pass

MOVER: Luis Ramirez, Chair

SECONDER Javier Martinez, Vice Chair

AYES: Commissioner Martinez, Commissioner Ramirez, Commissioner Bozzo, Commissioner Miller, Commissioner Vargas

ABSENT: Commissioner Graham, Commissioner Jimenez

7. **INTRODUCTIONS**

Public Works Director John Doughty introduced himself and shared his background including his experience working with parks and recreation commissions.

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

None.

9. **NEW BUSINESS**

9.1. **Approval of the 2025 Parks & Recreation Commission Meeting Schedule**

Staff liaison Henig presented the staff report. The meeting dates were listed in the staff report. There was a question about whether an unscheduled meeting could be called if needed. Henig explained it could if there was a need

RESULT: Pass

MOVER: Javier Martinez, Vice Chair

SECONDER Sam Bozzo, Commissioner

AYES: Commissioner Martinez, Commissioner Ramirez, Commissioner Bozzo, Commissioner Miller, Commissioner Vargas

ABSENT: Commissioner Graham, Commissioner Jimenez

10. **OLD BUSINESS**

10.1. **Review of FY24 and FY25 Parks and Recreation Commission Work Plan**

Henig presented the staff report and reviewed the current work plan. Chair Ramirez facilitated the discussion about what should be included on the FY26 and FY27 work plan. Each commissioner was given an opportunity to share their comments:

- Vargas – Focus on improving the infrastructure and safety concerns at Las Animas Veterans Park. The commission should identify and analyze the current park issues and present solutions to the City to address in the future.
- Bozzo – Review the plans for a pickleball court and look into a joint use facility agreement with GUSD for the usage of pickleball courts at South Valley Middle School.
- Martinez – Concurred with Vargas. In addition, he mentioned better lighting and making the park more welcoming.
- Miller – Concurred with Vargas, Martinez, and Bozzo. Miller added she would like the Commission to continue participating in citywide events such as Arbor Day, Bike to Wherever Day and additional events like Cinco De Mile. Also, Commissioner Miller wants the Commission to seek out funding for an updated parks and recreation master plan.
- Ramirez – He concurred with the other commissioners.

There were 3 public comments:

1. Jossue Villagran – spoke about the need for infrastructural improvements to the handball court notably the concrete floor at Las Animas Veterans Park.
2. Simon Lopez – advocated for similar improvements to the handball court and spoke about the positive impact handball can have on youth and teens who cannot afford to sign up for football or basketball teams.
3. Jose Rodriguez – also advocated for improvements to the park's handball court.

Motion made by Ramirez to approve the following work plan items for FY26 and FY27:

- Engaging the community
 - Participate and/or sponsor citywide events such as Arbor Day, Bike to Wherever Day, Earth Day, Coffee in the Park, and the citywide clean-up efforts.
- Maintain and enhance existing park facilities
 - FY26 and FY27 focus on Las Animas Veterans Park
 - Monitor city parks by commissioners and report findings at regularly scheduled meetings.
- Establish permanent pickleball facilities
 - In accordance with last year's commission's study of park locations.
- Planning for the future
 - Updating Parks and Recreation Master Plan.
 - Identify potential funding sources for parks and planning.
 - Identify future recreation and expand joint use with the school district.

Also, Ramirez is requesting in the motion to have permission from the Commission to finalize the verbiage for the memo that will be submitted to the City Administrator. Miller seconded. Motion passed 5-0-0.

RESULT: Pass

MOVER: Luis Ramirez, Chair

SECONDER Emily Miller, Commissioner

AYES: Commissioner Martinez, Commissioner Ramirez, Commissioner Bozzo, Commissioner Miller, Commissioner Vargas

ABSENT: Commissioner Graham, Commissioner Jimenez

10.2. **City of Gilroy's Fiscal Year 2026 and 2027 Budget Development**

Henig presented the staff report about the commission budget input for the upcoming two-year budget cycle. Since it was discussed at the previous meeting, commissioners had an opportunity to conduct research and share their findings at this meeting.

- Miller recommended the following items:
 - An updated Parks Master Plan, which is currently listed in the CIP. The estimated cost is \$250,000 for an updated plan.

- The construction of a four-court pickleball site, preferably at Las Animas Veterans Park, which would include lighting, fencing, benches, and shade structure. The estimated cost is \$400,000.
- Supplies for engaging the community to promote parks and recreation as well as the commission. This would include printed material, branded T-shirts, event registration fees, a tarp/canopy, interactive games and so forth. The estimated costs is \$15,000.
- Martinez recommended infrastructural improvements to Las Animas Veterans Park that include repaving the handball and basketball courts as well as improved lighting.
- Ramirez recommended the same as Martinez. He estimated the cost of repaving to be \$125,000. He also supported an updated parks master plan.
- Bozzo supported funding services to utilize the pickleball courts at South Valley Middle School when school is not in session. Funding would primarily be for staff time and, if needed, reimbursement of utilities to GUSD.
- Vargas concurred with Martinez on improvements to Las Animas Veterans Park.

As a point of reference, Doughty informed the Commission about the City's current structural deficit entering the new fiscal year. In addition, staff recommended that the Commission prioritize their requests, from most important to least among the selected items. Commission prioritizations was as follows:

1. Construction of four pickleball courts at Las Animas Veterans Park (estimated \$400,000)
2. Infrastructural improvements at Las Animas Veterans Park, specifically to the handball and basketball courts (estimated \$125,000)
3. Engaging community materials for the Commission (\$15,000)
4. An updated Parks Master Plan (estimated \$250,000)

RESULT: Pass

MOVER: Luis Ramirez, Chair

SECONDER Emily Miller, Commissioner

AYES: Commissioner Martinez, Commissioner Ramirez, Commissioner Bozzo, Commissioner Miller, Commissioner Vargas

ABSENT: Commissioner Graham, Commissioner Jimenez

Staff recommended, upon approval, the Commission form an ad hoc committee of three members following this meeting in order to compile the information for the budget input memo to the City Administrator. The Chair will then follow-up with staff to finalize the verbiage. Motion by Ramirez to have an ad hoc committee made up of Ramirez, Martinez, and Miller.

RESULT: Pass

MOVER: Luis Ramirez, Chair

SECONDER Jorge Vargas, Commissioner

AYES: Commissioner Martinez, Commissioner Ramirez, Commissioner Bozzo, Commissioner Miller, Commissioner Vargas

ABSENT: Commissioner Graham, Commissioner Jimenez

Vargas seconded. Motion passed 5-0-0.

11. **DEPARTMENT UPDATES**

11.1. Recreation Division Updates

Henig presented his report that was included in the meeting packet.

11.2. Status of City Parks

Parks Supervisor John Souza was absent. Doughty provided updates about the Third Street playground shade structure and future restroom installation at Christmas Hill Park.

12. **COMMISSIONER PARK REPORTS & COMMENTS**

12.1. Park Assignments

- Ramirez – with the new fencing at El Roble, a defined walkway is now needed; Sunrise and Renz look great.
- Bozzo – visited Carriage Hills and saw basketball being played; Noticed at Miller a tree limb was removed.
- Vargas – Christmas Hill Park needs a lot of maintenance upkeep; Minor field at Las Animas needs attention;
- Miller – Observed at Christmas Hill that the sink at Mulberry picnic area is flooded and the brick wall in the grilling area is not held up well. The Sports Park looks good, but the swings are squeaky; At Del Rey, the turf and playground are flooded; Cydney Casper looks great; Cinco De Mile and Earth Day event;
- Martinez – Los Arroyos and Rainbow are great; lots of trash near handball court at Las Animas, requesting more trash cans at that site. Noted the pavement area is uneven.

13. **STAFF COMMENTS**

13.1. Upcoming Civic Center Master Plan and District-based election workshops.

14. **ADJOURNMENT** - The chair adjourned the meeting at 8:11pm.

AH

Adam Henig, Recreation Division
Recording Secretary



City of Gilroy

Parks and Recreation Commission

Memo

Agenda Item Title: Civic Center Master Plan
Meeting Date: April 15, 2025
From: Ryan Osenton, Project Manager—Public Works Department

RECOMMENDATION

Review the Civic Center Master Plan layout proposals and provide any feedback as deemed appropriate.

BACKGROUND

The Civic Center sites comprise approximately 14 acres in central Gilroy. The area is bordered by Sixth Street on the north and Seventh Street to the south, Dowdy Street to the west and Church Street to the east. Within the area, the City owns all property with the exception of three homes along Dowdy Street.

The Civic Center site currently contains: City Hall; the City Hall Annex (former Police Department headquarters, converted to house the Emergency Operations Center, computer training lab, and other extra office and storage spaces); Wheeler Gymnasium; Library; Senior Center; Current Police Headquarters, seven parking lots of various sizes; four single family residential homes (three are not currently city-owned); one small grass area; Wheeler Park; and a central open area.

The current Civic Center Master Plan was adopted in 2002. With aging and underutilized Civic Center facilities due to condition and growing service demands, the need to modernize the City's Civic Center Master Plan and prepare the financial measures to implement the re-development of the Civic Center has increased dramatically.

The Gilroy City Council adopted a workplan item and authorized the preparation of a new Civic Center Master Plan and appropriated \$750,000 in Fiscal Year 2023-24 (FY24) for this purpose. The City issued the RFP in September of 2024 and, following a bid selection process, awarded the bid to ELS Architecture and Urban Design in November 2024. ELS initiated work shortly thereafter.

Project

Since being awarded the project, ELS has been busy on several fronts: 1) analyzing the existing Civic Center facilities and open spaces and their uses, 2) identifying and compiling Civic Center needs and desires based on City Council, staff, and community input, and 3) developing three alternative programs and applicable conceptual design plans to present to the public for additional feedback. As a part of the conceptual design plans, ELS has been working to identify potential financing strategies, as well as investigating steps towards a general obligation bond ballot measure, for re-development of the Civic Center, or more likely a portion thereof.

The three alternative programs have been formulated to meet current and future City and community programming needs while addressing operational and logistical issues, including, but not limited to maintenance, traffic circulation, parking needs, and accessibility. ELS has done this by gathering, organizing, and analyzing data and inputs to formulate a vision of the Civic Center's character and role in the community and develop recommendations of Civic Center programming and design alternatives for the Council's consideration.

Public Outreach

ELS held the first public Community Workshop meeting on March 4th, 2025, where they met with community members at Wheeler Center to get a sense of their thoughts and vision for a new Civic Center. Following the workshop, ELS conducted an online survey to gather additional information and feedback to help develop their three alternative programs. ELS has scheduled their second public Community Workshop for Tuesday, April 8th, 2025 at Wheeler Center to review their three alternative programs with the community, followed by small group discussions and analysis. ELS will also conduct an online survey following this Community Workshop to help gather information and feedback prior to the third and final Community Workshop, scheduled for May 20th.

Following the completion of all Community Workshops, ELS will finalize their recommendation for the Civic Center Master Plan, with a tentative plan to present this to the Gilroy City Council in late July 2025.

In addition to ELS public outreach efforts, the City of Gilroy's Project Manager, Ryan Osenton, is scheduled to attend Commission Meetings for the following groups to gather commission insights and visions: Planning Commission; Library Commission; Youth Commission; Parks & Recreation Commission; Personnel Commission; Arts & Culture Commission.



City of Gilroy

Parks and Recreation Commission

STAFF REPORT

Agenda Item Title: FY24 and FY25 Parks and Recreation Commission Workplan

Meeting Date: April 15, 2025

From: Adam Henig, Recreation Manager

RECOMMENDATION

Receive and comment on the FY24 and FY25 Parks and Recreation Commission Work Plan.

BACKGROUND

The current Parks and Recreation Commission work plan comprises of the following items:

- Hosting Arbor Day (suggestion was to have it in the Fall);
- Training opportunities for Commission members (i.e., webinars, conferences, etc.);
- Participate in citywide events (i.e., Breakfast with Santa, Bike to Wherever Day, Earth Day);
- Monitor city parks;
- Establish guidance for a future pickleball court at a city park;
- Study opportunities for parks and recreation services to have dedicated funding sources; and,
- Work with Gilroy Library to bring about a Storywalk to a park or a trail.

At each monthly meeting, the Commission will review the Work Plan to ensure the assignments are completed or in the process of being completed. The status updates are provided in the attachment.

The proposed FY26 and FY27 work plan was submitted for review on March 27, 2026. It comprises of the following:

Engaging the community

- Participate and/or sponsor citywide events such as Arbor Day, Bike to Wherever Day, Earth Day, Coffee in the Park, and the citywide clean-up efforts.

Maintain and enhance existing park facilities

- FY26 and FY27 focus on Las Animas Veterans Park
- Monitor city parks by commissioners and report findings at regularly scheduled meetings.

Establish permanent pickleball facilities

- In accordance with last year's commission's study of park locations.

Planning for the future

- Updating Parks and Recreation Master Plan.
- Identify potential funding sources.
- Identify future recreation and expand joint use with the school district.

Attachments:

1. PRC FY2025 Work Plan as of 4.3.25

FY24 and FY25 PARKS AND RECREATION COMMISSION WORK PLAN

Project Name	Work	Lead Commissioner/Staff	Deliverable in June 2025	City Council Priority	Status
Host Arbor Day	Develop a community event around Arbor Day to retain Tree City USA designation	Sam	Working with staff to identify park to host and celebrate Arbor Day event.	Maintain and Improve City infrastructure	COMPLETED: Arbor Day was hosted at Rainbow Park on Thursday, October 24, 2024.
Training Opportunities for Commissioners	Participate in parks and recreation related training opportunities	N/A	Inform commissioners about upcoming opportunities; participate in trainings	N/A	No update
Participate in Citywide Events	Meet and greet residents at special events in the City; inform residents about the Commission & parks and recreation	All Commissioners	Table or participate in citywide events such as Breakfast with Santa, Bike to Wherever Day and or a Downtown Gilroy event	N/A	IN PROGRESS: Table at the Gilroy plant sale event at Christmas Hill Park on April 19. Host energizer station at Bike to Wherever Day 2025 on May 15, 2024 at the Christmas Hill Park Levee
Monitor City parks	Share observations about parks at monthly meetings; commissioners are responsible for reporting on their park assignments at monthly meetings; utilize checklist	All Commissioners	Commissioners have been assigned two or more parks to report on at each meeting	Maintain and Improve City infrastructure	Commissioners will continue to monitor and report their observations of their assigned parks to staff
Review of establishing a Pickleball facility	Establish guidance for a future pickleball court at a city park	All Commissioners	Participate and provide input in survey of pickleball locations and types of amenities	Maintain and Improve City infrastructure	COMPLETED: Commissioners submitted their scoring of potential pickleball locations. Staff will provide a final summary of their results and forward recommendation to City Council.
Study opportunities for parks and recreation services to have dedicated funding sources	Research how a dedicated funding source can be available for funding parks and recreation services and facilities	Luis	Publish memo to identify opportunities to develop dedicated funding source for parks and recreation services.	Ensure Neighborhood Equity	Bentson met with staff and shared additional information with Commission.
Work with Gilroy Library to bring about a Storywalk to a park or a trail.	Identify and recommend a park or trail location that is suitable for a StoryWalk in Gilroy.	Staff	Support the City to install a Storywalk at a park or on a trail. The StoryWalk project will be constructed at Christmas Hill Park.	Maintain and Improve City infrastructure	IN PROGRESS: MOU is awaiting final signatures for approval to have Storywalk installed at Christmas Hill Park.

Revised April 3, 2025



City of Gilroy Recreation Division

7171 Hanna Street | (408) 846-0460

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

Below are the following updates from the Recreation Division.

- I. Adaptive
 - a. Outdoor activities
 - b. Fishability, 4/26
- II. Aquatics Update
 - a. Registration begins April 15
- III. Gilroy Senior Center
 - a. A visit from the Exchange Club
 - b. Senior Center ADA door opener project, 4/21-4/23
- IV. Theater/Honk!
- V. Drop-in Adult Volleyball
 - a. Begins April 15 at Wheeler at 6pm.
- VI. 2025 Summer Day Camp
 - i. Recruitment
- VII. Youth Commission
 - a. OpportuniTEEN Fair 3/22
- VIII. Tree City USA – recognized for 44 years





Adaptive program participants play outdoor games on sunny March day outside the Senior Center.



The Exchange Club served meals and passed out cookies on St. Patrick's Day at the Senior Center.



Youth Commission tabling at OpportuniTEEN Fair 2025 at Wheeler Center Gym.



City of Gilroy Parks and Landscape Division

613 Old Gilroy St. | 408.846.0283

Field Maintenance

- Soft ball field maintenance
- Fencing repairs at Christmas Hill Majors.
- Working to remove squirrel burros, and level walkways.
- Re-aligned base pegs at Christmas Hill Fields
- Planning to repair shade screen at Major field.



Service Requests

- Mainline repairs
- Vandalism
- Illegal dumping
- Drinking fountain repair
- Park bench repair
- Fallen tree limbs.
- Weed Abatement
- Replaced the stolen Bike pump at San Ysidro



Storm clean-up

- Recent storms caused tree damage and flooding throughout the Parks.
- Flooding of the Christmas Hill parking lots
- Las Animas Dog Park
- Lions Creek trail
- Sports Park
- Los Arroyos
- Carriage hills

