



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



TUESDAY, APRIL 16, 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 Works 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.



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 19, 2024
6. **APPROVAL OF AGENDA**
7. **PRESENTATION**
 - 7.1. Gilroy Moves Updates by Michelle Wexler, Program Manager, County of Santa Clara, Public Health Department
 - 7.2. Story Walk by Cassandra Wong, Gilroy Community Librarian
8. **PUBLIC COMMENT ON ITEMS NOT ON THE AGENDA**
9. **NEW BUSINESS**
10. **OLD BUSINESS**
 - 10.1. **Potential Pickleball Court Location Scoring Criteria Discussion**
 1. Staff Report: Bryce Atkins, Assistant to the City Administrator
 2. Public Comment
 3. Possible Action: Commission discuss and identify each commissioners' individual criteria scoring priorities and percentage of score for each criteria.
 - 10.2. **Review of FY24 and FY25 Parks and Recreation Commission Work Plan**
 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. **DEPARTMENT UPDATES**

11.1. Recreation Division Updates

11.2. Status of City Parks

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

13. **AGENDA ITEMS FOR NEXT MEETING**

14. **COMMISSIONER PARK REPORTS & COMMENTS**

15. **STAFF COMMENTS**

16. **ADJOURNMENT**

City of Gilroy
Parks and Recreation Commission Regular Meeting Minutes
Tuesday, March 19, 2024 | 6:00 PM

1. **CALL TO ORDER**

Meeting called to order by the Chair Bentson at 6:02 p.m.

2. **ROLL**

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

3. **FLAG SALUTE**

4. **SECRETARY'S REPORT**

The agenda was posted on March 14, 2024.

5. **APPROVAL OF MINUTES**

5.1. February 20, 2024

RESULT: Pass

MOVER: Theresa Graham, Vice Chair

SECONDER Doc Davis, Commissioner

AYES: Chair Bentson, Vice Chair Graham, Commissioner Ramirez, Commissioner Davis, Commissioner Bozzo

6. **APPROVAL OF AGENDA**

RESULT: Pass

MOVER: Doc Davis, Commissioner

SECONDER Luis Ramirez, Commissioner

AYES: Chair Bentson, Vice Chair r Graham, Commissioner Ramirez, Commissioner Davis, Commissioner Bozzo

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

None.

8. **NEW BUSINESS**

9. OLD BUSINESS

9.1. Discussion of Standards and Qualities of Regulation Pickleball Courts

Assistant to City Administrator Atkins reviewed the staff report regarding the discussion of standards and qualities of regulation pickleball courts. He had contacted two pickleball governing organizations, USA Pickleball, and California Pickleball Association, to get additional information about pickleball court dimensions, equipment, and rules. Neither group followed up to his request. Mr. Atkins was able to locate the information online that he needed, such as the general size of a pickleball court; type of surface; lighting needed; court base material; and so forth. He also identified information that does not have specific requirements but will be incorporated into the scoring process such as posts, windscreens, shade shelters, spectator seating, and sound proofing.

Mr. Atkins also conducted an informal survey of players at Wheeler Gym about what they would like to see incorporated into a public pickleball court. They provided several suggestions including onsite restrooms; minimum number of courts needed; and seating.

Commissioners asked questions about what the scoring process entails; the potential conflict with tennis players; concerns about sound impact on neighbors; type of park pickleball should be located at (neighborhood park v. community park). No action was taken.

9.2. Review of FY24 and FY25 Parks and Recreation Commission Work Plan

Recreation Manager Henig reviewed the FY24 and FY25 Commission Work Plan. The updates to the Work Plan include the following:

- **Host Arbor Day** – Commissioner Bozzo would like to take the lead, working with staff. In addition, Commissioner Davis recommended that the event be held on Arbor Day next year.
- **Training Opportunities** – Chair Bentson will be the lead.
- **Participate in citywide events** – This will include all Commission members.
- **VTA Measure B Funds** – Recreation Manager Henig informed the Commission that the funding has been depleted with the contract of the GIS consultant. He recommended having Bike to Wherever Day be absorbed into Participate in Citywide Events. The Commission agreed.
- **Dedicated Funding Sources** – Chair Bentson and Commissioner Ramirez will be the lead. They will work together and come up with a plan that could include the need for a parks and recreation system master plan as well as a sales tax measure.

10. DEPARTMENT UPDATES

10.1. Recreation Division Updates

Mr. Henig provided the updates for the Recreation Division as described in his staff report.

10.2. Status of City Parks

Parks Supervisor Souza provided the following updates:

- Baseball fields are in the process of being prepared for Little League. Scoreboard and sound system are being repaired. New foul lines installed at Las Animas and Christmas Hill Park.
- The shade canopy at the amphitheater was torn and will be replaced.
- Parks staff is working on draining the excess water at Los Arroyos playground from the storm.
- Trees are being planted at the Garlic Festival incident memorial site at Christmas Hill Park.
- Tree work is taking place at Christmas Hill, San Ysidro, Sunrise, and El Roble.

11. **COMMISSIONER PARK REPORTS & COMMENTS**

11.1. Commissioner Park Assignments

The commissioners made the following comments about their parks:

- **Bentson:**
 - Del Rey – cement is still lifting around the playground area. Casper looks good.
- **Bozzo:**
 - Carriage Hills – wanted to know if it's reservable (it is not; first come, first serve)
 - El Roble – Tennis court is not in playable condition; staff is aware.
 - Miller – had a question about the restrooms.
- **Davis:**
 - Forest – looks terrific, however, saw paint peeling and rust on parts of the playground.
 - Hecker – Noticed the trees were trimmed at the dog park; lawn at dog park looks good; would like the poop can be moved away from the bench in the dog park; requested the water spigot location be fixed; and wanted to know about the status of Council approved funds for the dog park.
- **Graham:**
 - Farrell – noticed the garbage can was full and needed to be emptied.
 - Rainbow – looks good
 - Christmas Hill Park – trees in the back of the park look sick. Lots of soccer play happening.
- **Ramirez:**
 - Sports Park – looks fantastic
 - San Ysidro – looks good
 - Las Animas – noticed a fence post sticking out by dog park/Lakeside picnic area.

12. **STAFF COMMENTS**

None.

13. **FUTURE COMMISSIONER INITIATED ITEMS**

Chair Bentson requested that the Miller Red Barn Association return for a follow-up to their previous presentation.

14. **ADJOURNMENT**

Chair Bentson adjourned the meeting at 7:59 p.m.

AH

Adam Henig, Recreation Division
Recording Secretary



City of Gilroy

Parks and Recreation Commission

STAFF REPORT

Agenda Item Title: Potential Pickleball Court Location Scoring Criteria Discussion

Meeting Date: April 16, 2024

From: Bryce Atkins, Assistant to the City Administrator

RECOMMENDATION

Commission discuss and identify each commissioners' individual criteria scoring priorities and percentage of score for each criteria.

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.

At the February 20, 2024 meeting of the PRC, staff presented a project calendar. In March, the Commission received a presentation and held discussion regarding the ideal pickleball courts. The schedule has for the month of April the development of each commissioner's individual weighed scoring structure in preparation for site evaluations.

ANALYSIS

As presented in the kick-off staff report in February, 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.

MCDA is focused on decisions involving multiple criteria, and in this particular focus, using the criteria to determine a ranking of best alternatives to resolve, in this effort, the question of locations best suited for future pickleball courts to be constructed, when sufficient funding and approvals are obtained. The MCDA is a model with the purpose to support decision-makers facing problems that do not have an evident “best” or “optimal” decision, and so use decision-makers' preferences to differentiate between solutions.

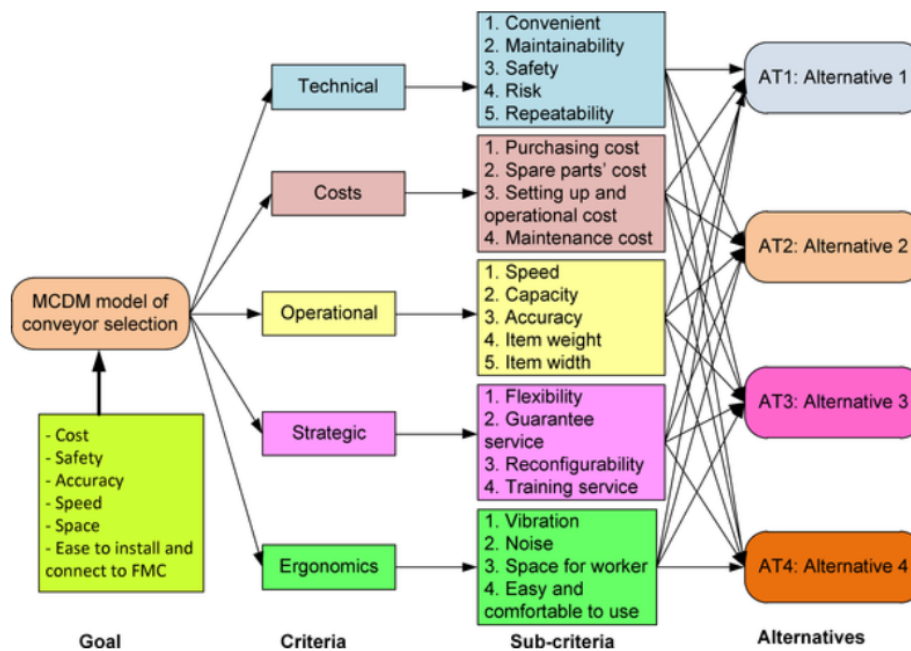
Below in this staff report is a generic MCDA model as an example. The final model will be different, based on the criteria selected. Staff will be presenting a live, electronic version for the Commission at the meeting, and will be receiving the preferences for criteria and ranking to finalize the model that will be used in the project.

Current criteria identified include:

- Available space for one or more courts
- Possible North-South Orientation
- Lighting possibilities
- Proximity to power
- Proximity to water
- Restroom availability
- Availability of parking
- Room for potential fencing of the courts
- Shade availability
- Location in the community
- Sound pollution and impacts on the neighboring community
- Impact on other nearby facility/park amenities
- Level ground for construction
- The type of park pickleball should be located at (neighborhood park vs. community park)

Commissioners are requested to bring any additional criteria they would like to be considered in the evaluation of the parks, and what relative % of their scoring they would like for the above or additional criteria, for discussion at the meeting.

Example of an MCDA Model



PUBLIC OUTREACH

This item is a continuing discussion. It has been included on the publicly posted agenda for this meeting.



City of Gilroy

Parks and Recreation Commission

STAFF REPORT

Agenda Item Title: Review of FY24 and FY25 Parks and Recreation Commission Work Plan

Meeting Date: April 16, 2024

From: Adam Henig, Recreation Manager

RECOMMENDATION

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

BACKGROUND

On February 20, 2024, the Parks and Recreation Commission adopted a new work plan for (the remainder) of fiscal year 2024 and 2025. At each monthly meeting, the Commission will review its work plan to ensure the assignments are completed or in the process of being completed.

The Commission agreed to adopt the following items on their work plan:

- Hosting Arbor Day (suggestion was to have it in the fall);
- Training opportunities for Commissioners (i.e., the Silicon Valley Bike Coalition Annual Bike Summit);
- Participate in citywide events (i.e., Breakfast with Santa, Bike to Wherever Day);
- Monitor City Parks
- Review of establishing a Pickleball facility;
- 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.

ANALYSIS

Here are the latest work plan updates:

- **Arbor Day:** Have Arbor Day 2025 on Arbor Day or close to it.
- **Training Opportunities:** Bentson and Graham will attend a National Park Foundation sponsored webinar about funding parks and recreation.

- **Participate in Citywide Events:** Bike to Wherever Day 2024 is scheduled for May 16, 2024 at the Levee.
- **StoryWalk:** Gilroy Librarian Cassandra Wong will present on this topic at the April meeting

PUBLIC OUTREACH

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

Attachments:

1. FY24 and FY25 Parks and Recreation Commission Work Plan

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	Have Arbor Day 2025 on Arbor Day or close to it.
Training Opportunities for Commissioners	Participate in parks and recreation related training opportunities	Pat	Inform commissioners about upcoming opportunities; participate in trainings	N/A	Bentson and Graham will attend National Park Foundation webinar about funding parks and recreation
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	Added Bike to Wherever Day 2024 on May 16, 2024 at the 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	
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	Staff will provide more information on next steps in pickleball study
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	Pat and Luis	Publish memo to identify opportunities to develop dedicated funding source for parks and recreation services.	Ensure Neighborhood Equity	
Work with Gilroy Library to bring about a Storywalk to a park or a trail.				Maintain and Improve City Infrastructure	Gilroy Librarian Cassandra Wong will present on this topic at the April meeting

Revised April 5, 2024



City of Gilroy Recreation Division

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

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

- **Festivities at the Senior Center** – The seniors welcomed spring at the Senior Center. Easter bonnets were worn and a bunny hopped around while a hundred seniors enjoyed their lunch.
- **Summer Season is in full swing** – Thanks to the new recreation guide and two e-newsletters, nearly a hundred campers have been registered for one of the dozens of camp offerings. This includes Summer Day Camp at Gilroy Gardens and Cesar Chavez Gym; Art Camp; Science and Robotics; Cheer; and much more. The guide was mailed to every household in Gilroy.
- **Spring Youth Soccer League** –The spring soccer league that began on March 23 has 175 participants, twenty more registrations than when it was last reported at this meeting. Games will be held at Christmas Hill Park Ranch Site.
- **OpportuniTEEN Fair with Youth Commission** – On Saturday, March 23, the Gilroy Youth Commission hosted the first ever OpportuniTEEN Fair at the Civic Center Plaza. Twenty-five vendors—including Gap, Gilroy Library, and Swan Aquatics---were on hand, answering questions and recruiting potential job applicants, volunteers, and interns. More than a hundred students attended the event that was held at Wheeler Center Gym. Photos on next page.





- **Upcoming Events:**

- **Willy Wonka** at Gilroy High School Theater (4/19-4/28)
- **Dia De Los Ninos** at San Ysidro, 4/19
- **Bike Safety Event** at South Valley , 4/26
- **Adaptive Fishability** –Saturday, April 27 at McAlpine Lake.
- **Bike to Wherever Day**, 5/16
- **Senior Center Health Fair**, 5/17
- **Creek Clean-up**, 5/18