



CITY OF GILROY
PARKS AND RECREATION
COMMISSION
REGULAR MEETING
AGENDA



TUESDAY, MAY 16, 2023 | 6:00 PM

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

Chair: Luis Ramirez

Vice Chair: Patricia Bentson

Commissioners: Terence Fugazzi, Theresa Graham, Ermelindo Puente, Vince Sasso
Daryl Jordan and Adam Henig, **Staff Liaisons**



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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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Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions, task forces, councils and other agencies of the City exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review.

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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. **FLAG SALUTE**
3. **ROLL CALL**
4. **SECRETARY'S REPORT**
5. **APPROVAL OF MINUTES**
 - 5.1. April 18, 2023
6. **APPROVAL OF AGENDA**
7. **INTRODUCTIONS**
 - 7.1. Angela Reinert, outgoing Parks & Recreation Commissioner (2020-2022)
8. **PUBLIC COMMENT ON ITEMS NOT ON THE AGENDA**
9. **NEW BUSINESS**
 - 9.1. **Appointment of a Representative to the Sourcewise Advisory Council with a Term Ending June 30, 2026.**
 1. Staff Report: Adam Henig
 2. Public Comment
 3. Possible Action: Recommend to City Council a Gilroy representative to the Sourcewise Advisory Council with a term ending June 30, 2026.
10. **OLD BUSINESS**
 - 10.1. **Review of 2023 Parks & Recreation Commission Work Plan**
 1. Staff Report: Adam Henig
 2. Public Comment
 3. Possible Action: Receive and comment on the 2023 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. **COMMISSIONER PARK REPORTS & COMMENTS**
 - 13.1. Bentson – Del Rey, Cydney Casper
Fugazzi – Sunrise and Carriage Hills
Graham – Hecker Pass, El Roble, Rainbow, Sports Park
Puente – San Ysidro, Renz, Butcher, Farrell Ave.
Ramirez – Miller, LAVP, Christmas Hill, Sports Park
Sasso - Los Arroyos, Forest

14. STAFF COMMENTS

14.1. Park Concessionaire – Update

15. FUTURE COMMISSIONER INITIATED ITEMS

16. ADJOURNMENT

City of Gilroy
Parks and Recreation Commission Regular Meeting Minutes
Tuesday, April 18, 2023 | 6:00 PM

1. **CALL TO ORDER**

Meeting was called to order by Chair Ramirez at 6:00 p.m.

2. **ROLL CALL**

Attendance	Attendee Name
Present	Ermelindo Puente, Commissioner Luis Ramirez, Chair Pat Bentson, Commissioner Theresa Graham, Commissioner Terence Fugazzi, Commissioner Vince Sasso, Commissioner
Absent	None

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 April 13, 2023.

5. **APPROVAL OF MINUTES**

5.1. March 28, 2023

Commissioner Bentson proposed an amendment to the minutes. Bentson and Graham had their former titles listed in the minutes, Vice Chair and Chair, respectively. They no longer hold those titles and requested they be struck from the minutes. Bentson motioned, with the amendment, to accept the minutes. Puente seconded.

RESULT: Pass

MOVER: Pat Bentson, Commissioner

SECONDER Ermelindo Puente, Commissioner

AYES: Chair Ramirez, Commissioner Bentson, Commissioner Graham, Commissioner Sasso, Commissioner Fugazzi, Commissioner Puente

6. **APPROVAL OF AGENDA**

RESULT: Pass

MOVER: Pat Bentson, Commissioner

SECONDER Ermelindo Puente, Commissioner

AYES: Chair Ramirez, Commissioner Bentson, Commissioner Graham, Commissioner Sasso, Commissioner Fugazzi, Commissioner Puente

7. **INTRODUCTIONS**

- 7.1. 1. Vince Sasso
2. Terence Fugazzi

Chair Ramirez introduced the newest commissioners, Terrence Fugazzi and Vince Sasso.

8. PUBLIC COMMENT ON ITEMS NOT ON THE AGENDA

Araceli Vaquera discussed the current location of the entry gate at the Las Animas Veterans Park dog park. To enter the dog park, one must go through an area where there are tents and groups of transients. According to the speaker, this can intimidate visitors to the park, limiting the potential number of users at the dog park. She recommended to city staff that the entry gate be moved to another section of the park where visitors would feel more comfortable entering and exiting.

9. NEW BUSINESS

9.1. Commission Chair Welcomes New Commissioners and Expectation for the Meeting

Chair Ramirez welcomed the new commissioners and reviewed his expectations of the commission. He wants everyone to have a voice but to respect each other. He also emphasized staying on topic and arriving on time.

9.2. Selection of Vice-Chair of the Parks and Recreation Commission

Commissioner Fugazzi nominated himself. Bentson nominated herself. The commission chose Bentson as the Vice Chair to replace Patterson. Ramirez motioned. Sasso seconded.

RESULT: Pass

MOVER: Luis Ramirez, Chair

SECONDER Vincent Sasso, Commissioner

AYES: Chair Ramirez, Commissioner Bentson, Commissioner Graham, Commissioner Sasso, Commissioner Fugazzi, Commissioner Puente

10. OLD BUSINESS

10.1. Review of 2023 Parks & Recreation Commission Work Plan

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

- **Host Arbor Day:** The Commission learned that the City of Gilroy received its designation as a Tree City USA for the 42nd year. No site yet has been determined for the 2023 Arbor Day.
- **Training opportunities:** Bentson and Ramirez registered for the upcoming Volunteer Leader Roundtable workshop offered through the National Association of Park Foundations.
- **Coffee in the Park:** Puente and Ramirez met and shared their updates. They would like to host two meetings, one on a weekday evening (6/8 at 6pm) and the other on a weekend morning (6/24 at 11am). They would also like to have a Quality of Life police officer present. The event will be

focused on getting ideas from park users; commissioners will serve as scribes and facilitate the meeting. They would like ~~to~~ the City to assist publicizing the event. They will also need a bilingual translator.

- **Park Assignments** – with two new commissioners, the revised park assignments are:
 - Bentson – Del Rey, Cydney Casper
 - Fugazzi – Sunrise and Carriage Hills
 - Graham – Hecker Pass, El Roble, Rainbow, Sports Park
 - Puente – San Ysidro, Renz, Butcher, Farrell Ave.
 - Ramirez – Miller, LAVP, Christmas Hill, Sports Park
 - Sasso - Los Arroyos, Forest
- **Participate in citywide events:** Henig shared upcoming opportunities with the commission:
 - Clean-up at Las Animas Veterans Park on April 22.
 - Bike to Wherever Day on May 18
 - Annual Creek Clean-up on May 20.
- **VTA Measure B Funds** – Henig purchased yard signs for the Bike to Wherever Day.
- **Study dog parks:** Established a committee to study and develop recommendations to the City for improvements to the current dog park. Committee will comprise of Graham, Fugazzi, and Puente.

11. DEPARTMENT UPDATES

11.1. Recreation Division Updates

Henig reviewed the report enclosed in the meeting packet.

12. BICYCLE & PEDESTRIAN ENCOURAGEMENT & EDUCATION

Nothing to report.

13. COMMISSIONER PARK REPORTS & COMMENTS

- Puente –
 - Butcher – the ADA parking spot needs to be repainted (faded).
 - Renz – looks good
 - San Ysidro – water fountain is not working; barbeque pits need to be cleaned; found oil containers in the dumpster.
 - El Roble – lights are not on in the evening.
- Bentson –
 - Del Rey – noticed there were cement issues (lifting the ground); Turf looks good
- Ramirez –
 - Miller – soccer players are chewing up the grass
 - LAVP – tent has been up for a while at Las Animas (near dog park); Found graffiti on water fountain
 - Christmas Hill – found a shopping cart at Silva's Crossing; otherwise looks good.

- Graham –
 - El Roble – fallen trees were removed. Wanted to know what was the status of the tennis courts were; will it be used for pickleball.
 - Sports Park – Found the restroom was clean, which she was pleased to see.

14. STAFF COMMENTS

Henig mentioned the Gilroy Foundation informed the Recreation Division that grants were made to their programs from various funders, including youth scholarships (more than \$5,000).

15. FUTURE COMMISSIONER INITIATED ITEMS

Commissioner Fugazzi asked if the Commission can explore the possibility of contracting a concessionaire at the parks to mitigate mobile and sidewalk vendors at city parks. There were three commissioners in favor and three against. City staff recommended that they would look into the matter and share an update at the next meeting.

16. ADJOURNMENT

7:46 p.m.

AH
Adam Henig, Recreation Division
Recording Secretary



City of Gilroy Parks and Recreation Commission

STAFF REPORT

Agenda Item Title: Appointment of a Representative to the Sourcewise Advisory Council with a Term Ending June 30, 2026.

Meeting Date: May 16, 2023

From: Adam Henig, Recreation Manager

RECOMMENDATION

Recommend to City Council a Gilroy representative to the Sourcewise Advisory Council with a term ending June 30, 2026.

BACKGROUND

The Sourcewise Advisory Council is a legally mandated body that advises Sourcewise on what services of the Older Americans Act need attention in the community, advocates on behalf of seniors and distributes information to the community. The Members of the Sourcewise Advisory Council participate in the development, implementation, and monitoring of the Area Plan and advocate at all levels of government on programs, procedures, and legislation affecting older persons.

Advisory Council members are the source of information to senior organizations and the public on issues of concern to older persons and develop legislative platforms with other State advocacy organizations. They bring the concern of the group of the area they represent to the Advisory Council and take information regarding Sourcewise programs and activities back to their appointing body.

The term of individual membership on the Advisory Council shall be for three (3) years, with a maximum of one (1) year renewal. The City has received two applications to fill this vacancy. The Commission will have the opportunity to motion to recommend to City Council for an applicant to serve on the Sourcewise Advisory Council.

PUBLIC OUTREACH

The application has been publicized on the city's website, the weekly e-newsletter and at

Appointment of a Representative to the Sourcewise Advisory Council with a Term Ending June 30, 2026.

the Senior Center.

CONCLUSION

The following applicant is before you for appointment consideration.

- Dyanne Hofstad
- Carmel Trela

Attachments:

1. Applications (2)

City of Gilroy Application for Sourcewise Advisory Council

City of Gilroy Application for Sourcewise Advisory Council

* All applications are a public record.

- This is a three (3) year term (7/1/2023 through 06/30/2026)
- Must be a Gilroy resident within City Limits
- **Must be at least 60 years of age** (requirement may be waived if the applicant is close to the age of 60).
- Sourcewise Advisory Council participate in the development, implementation, and monitoring of the Area Plan and advocate at all levels of government on programs, procedures, and legislation affecting older persons
- Position represents City of Gilroy

First Name	Dyanne
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Last Name	Hofstad
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Are you a resident within the City limits?	Yes
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Date of Birth	
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Physical Address 1	
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City, State, Zip	Gilroy, Ca 95020
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Phone Number	
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E-mail Address	
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Alternate Phone Number	
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List your qualifications for this appointment:	I am a senior and have resided in Gilroy for 30+ years. My children grew up here and we all consider Gilroy home. I am currently a medical social worker for our only local hospice. I am also currently attending college to receive my MSW. The
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needs for seniors is something I see everyday and finding local resources is a large part of my job. I have many concerns for our senior population! Nationally the fast growing segment of the homeless population is seniors! I am passionate about being part of the solutions for our seniors.

List any service to the community including any prior appointments.

I was very active in my children's schools. My husband and I were foster parents for 15 years.

What are your goals while serving on this committee?

My goal is to better understand the needs for seniors in our communities and to participate in bringing needed resources to them.

Why are you the most qualified to serve on this committee?

Not only am I a senior, but I work as a Medical Social Worker for our local hospice and this gives me a unique perspective for the growing needs of the seniors in our communities. I am faced each day with finding needed resources for them and their families. Sourcewise is a resource I link families to all the time and would like to participate in bringing the needed resources.

Declaration of Residency

I Understand

City of Gilroy Application for Sourcewise Advisory Council

City of Gilroy Application for Sourcewise Advisory Council

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- This is a three (3) year term (7/1/2023 through 06/30/2026)
- Must be a Gilroy resident within City Limits
- **Must be at least 60 years of age** (requirement may be waived if the applicant is close to the age of 60).
- Sourcewise Advisory Council participate in the development, implementation, and monitoring of the Area Plan and advocate at all levels of government on programs, procedures, and legislation affecting older persons
- Position represents City of Gilroy

First Name	Carmel
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Last Name	Trela
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Are you a resident within the City limits?	Yes
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Date of Birth	
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Physical Address 1	
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City, State, Zip	Gilroy, CA 95020
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Phone Number	
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E-mail Address	
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Alternate Phone Number	<i>Field not completed.</i>
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List your qualifications for this appointment:	I'm a senior citizen currently living in a gated senior citizen community. I am in constant contact with seniors and witness their needs as well as their total lack of knowledge regarding
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what services are available to them. I want to make a difference and help these seniors acquire knowledge of what services are available to them from the City, County and State.

List any service to the community including any prior appointments.

Field not completed.

What are you goals while serving on this committee?

To develop new ways of getting the message out to Gilroy seniors what services are currently available and help to develop new ones if possible. To try and match the service and organization that our neighbor, north... Morgan Hill has to offer it's senior populace. I see daily a large number of Gilroyans using the facilities in Morgan Hill and enjoying the many different offerings from their senior... Most of the seniors I speak with here have never even heard of Sourcewise, let alone know what kind of services are available to them through the program.

Why are you the most qualified to serve on this committee?

I live in Gilroy, I'm a senior... and I want to improve what is available to my fellow seniors.

Declaration of Residency

I Understand



City of Gilroy Parks and Recreation Commission

STAFF REPORT

Agenda Item Title: Review of 2023 Parks & Recreation Commission Work Plan
Meeting Date: May 16, 2023
From: Adam Henig, Recreation Manager

RECOMMENDATION

Receive and comment on the 2023 Parks and Recreation Commission Work Plan.

BACKGROUND

On February 7, 2023, the Parks and Recreation Commission held a retreat and developed a new work plan, which will reflect on what the Commission will be working on during the calendar year. The work plan was formally adopted on March 28, 2023.

The Commission's work plan should be aligned with 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

At each monthly meeting, the Commission will review its work plan to ensure the assignments are completed or in the process of being completed.

ANALYSIS

At the most recent meeting, the following work plan updates were shared:

- **Host Arbor Day:** The Commission learned that the City of Gilroy received its designation as a Tree City USA for the 42nd year. No site yet has been determined for the 2023 Arbor Day.

- **Training opportunities:** Bentson and Ramirez registered for the upcoming Volunteer Leader Roundtable workshop offered through the National Association of Park Foundations.
- **Coffee in the Park:** Puente and Ramirez suggested the Commission host two meetings, one on a weekday evening (6/8 at 6pm) and the other on a weekend morning (6/24 at 11am). They would also like to have a Quality-of-Life police officer present and a bilingual translator. Commissioners will facilitate the discussion.
 - *Note – proposed date change from 6/8 to 6/22.*
- **Park Assignments** – with two new commissioners, the revised park assignments are:
 - Bentson – Del Rey, Cydney Casper
 - Fugazzi – Sunrise and Carriage Hills
 - Graham – Hecker Pass, El Roble, Rainbow, Sports Park
 - Puente – San Ysidro, Renz, Butcher, Farrell Ave.
 - Ramirez – Miller, LAVP, Christmas Hill, Sports Park
 - Sasso - Los Arroyos, Forest
- **Participate in citywide events:** Henig shared upcoming opportunities with the commission:
 - Bike to Wherever Day on May 18
 - Annual Creek Clean-up on May 20.
 - Downtown Live – summer 2023
- **VTA Measure B Funds** – Henig purchased yard signs for the Bike to Wherever Day.
- **Study dog parks:** A committee (Graham, Fugazzi, and Puente) was established to study and develop recommendations to the City for improvements to the current dog park. Committee recommended the following:
 - Three 20-foot-tall specimen trees (\$6k each) = \$18,000
 - Three 6-foot long, steel seat cast bench (\$2k each) = \$6,000
 - One 46-inch 4-person picnic table with umbrella insert = \$2,000
 - Concrete pad to provide foundation for additional seating = \$24,000

Attachments:

1. Parks & Recreation Commission 2023 Work Plan

PARKS AND RECREATION COMMISSION 2023 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 & Adam	Identify park to host and celebrate Arbor Day event.	Improve City infrastructure; Neighborhood Equity	Tree City USA designation was approved for 2022. 42nd year for Gilroy
Training Opportunities for Commissioners	Participate in parks and recreation training opportunities	Pat/Adam/Terry	Inform commissioners about upcoming opportunities; participate in trainings	N/A	Luis and Pat participated in NAPF workshop.
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	Have one in the evening (6/22 at 6pm) and morning (6/24 at 11am); Quality of Life police officer present; publicize event; have something similar at dog parks; scribe/post-it; breakout groups; bilingual
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	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	Next citywide event is the Bike to Wherever Day on May 18 at the Christmas Hill Park Levee
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	Adam	PRC will participate hosting an energizer station at Bike to Wherever Day on May 18 at Christmas Hill Park Levee	N/A	Henig purchased yard signs for Bike to Wherever Day
Study Dog Parks	Commission will review the City's two current dog parks and consider options for a future one.	Luis, Terry, Terence, 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	Committee met and came up with 4 items (trees, bench, picnic bench, concrete pad) for the budget input item to Council
Update "Gift and Sponsorship Policy"	Commission will review and make recommended changes to the current Gift and Sponsorship Policy.	Adam	Update current policy and, once finalized, recommend it to City Council	Develop financially	No update

Rev. 5.3.2023

Items Discussed but not Adopted into the 2023 Work Plan

- Increase participation in recreation programs
- Expand youth scholarship program
- 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 are from the Recreation Division.

- **Bicycle Awareness Month** – On May 1, the City of Gilroy joins cities and counties throughout the country in promoting May as National Bike Month, and the 18th of May, 2023 as Gilroy Bike to Wherever Day. Parks & Recreation Commission Chair Luis Ramirez accepted the Bicycle Awareness Month proclamation from Mayor Blankley.
- **Seniors** – on May 5, nearly 100 seniors celebrated Cinco de Mayo at the Senior Center.
- **Grant** - The County of Santa Clara is issued a \$5,000 grant to offset the costs of the City's annual fireworks display on July 4.
- **Special Events**
 - **Fishability** – nearly 100 youth and adults with special needs participated in the annual Fishability event. Sponsored by the Gilroy's Sportsmen Chefs and the Recreation Division, participants learn to fish and socialize with others at McAlpine Lake.
 - **Day of the Child** – In conjunction with the South County Youth Task Force, hundreds of youth between the ages of 3 and 14 participated in the annual Day of the Child/Kids Discover Art event at San Ysidro Park. There were 17 stations that featured a craft projects for children to complete. More than 30



volunteers were present to support the event including Commissioner Bentson.

- **Upcoming Events**

- **May 13** – Royal Red Carpet by the Gilroy Youth Commission held at Wheeler Gym.
- **May 18** – **Bike to Wherever Day** with the Parks & Recreation Commission. Christmas Hill Park
- **May 19** – **Senior Center Resource Fair** from 9 a.m. to 12p.m. at the Gilroy Senior Center.
- **May 20** – Annual **creek clean-up** at Christmas Hill Park.
- **July 4** – Fireworks Display at Gilroy High School

Parks Division/Public Works Update

The following CIP projects that were included in the budget book that will *likely* be approved at the June 5th Council meeting as the City is required by law to have a budget adopted by July 1st :

- Citywide Park Restroom Reroofing-Rehab FY24-28
- Senior Center ADA Restroom Access
- Gilroy Sports Park Playground Surface Repair - to be completed by FYE 23
- Ice Center Infrastructure at Gilroy Sports Park - FY24-25
- Miller Park Restrooms Electrical Undergrounding - FY25
- San Ysidro Lighting - Picnic Area Improvements Project (FY24)
- San Ysidro Park Healthy Living Enhancement - FY24-25
- Senior Center Roof Replacement - FY25 - Page 1

Note: *Gilroy Sports Park is underway currently and is set to be complete by early June but is listed as complete in the CIP as the project will be done prior to the start of the new fiscal year.*