



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



TUESDAY, JUNE 18, 2024 | 6:00 PM

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

Chair: Patricia Bentson

Vice Chair: Theresa Graham

Commissioners: Doc Davis, Luis Ramirez, Sam Bozzo

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.



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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. **ROLL CALL**
3. **FLAG SALUTE**
4. **SECRETARY'S REPORT**
5. **APPROVAL OF MINUTES**
 - 5.1. May 21, 2024
6. **APPROVAL OF AGENDA**
7. **PRESENTATION**
 - 7.1. The Miller Red Barn Association (Part II)
8. **PUBLIC COMMENT ON ITEMS NOT ON THE AGENDA**
9. **NEW BUSINESS**
10. **OLD BUSINESS**
 - 10.1. **Review of FY24 and FY25 Parks and Recreation Commission Work Plan**
 1. Staff Report: Bryce Atkins, Assistant to the City Administrator
 2. Public Comment
 3. Possible Action: Commission receive report and forms to conduct the assessment.
 - 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. **COMMISSIONER PARK REPORTS & COMMENTS**

- **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, May 21, 2024 | 6:00 PM

1. **CALL TO ORDER**

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

2. **ROLL CALL**

Attendance	Attendee Name
Present	Luis Ramirez, Commissioner Theresa Graham, Vice Chair Patricia Bentson, Chair Salvatore Bozzo, Commissioner
Absent	Doc Davis, Commissioner

3. **FLAG SALUTE**

4. **SECRETARY'S REPORT**

The agenda was posted on May 16, 2024.

5. **APPROVAL OF MINUTES**

5.1. April 16, 2024

RESULT: Pass

MOVER: Luis Ramirez, Commissioner

SECONDER Salvatore (Sam) Bozzo, Commissioner

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

ABSENT: Commissioner Davis

6. **APPROVAL OF AGENDA**

RESULT: Pass

MOVER: Salvatore (Sam) Bozzo, Commissioner

SECONDER Luis Ramirez, Commissioner

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

ABSENT: Commissioner Davis

7. **INTRODUCTIONS**

None.

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

None.

9. **NEW BUSINESS**

9.1. **Receive a Notice of Acceptance of Completion for the San Ysidro Lighting/Picnic Area Improvements Project No. 23-PW-281**

Mr. Henig provided a brief overview of the report. There was a question about when the State would conduct its inspection for grant purposes. Henig cited the staff report, which said that the State is expected to perform the inspection within a year while the Project is still under warranty in case of any potential changes.

10. **OLD BUSINESS**

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

Mr. Henig reviewed the Work Plan and the following topics were mentioned:

- **Arbor Day** – Commission recommends that Arbor Day be held at Rainbow Park in either September or October. Staff will return with a specific date at a future meeting.
- **Training Opportunities** – Henig mentioned the upcoming Bike Summit in South San Francisco. He will send information about it. Commissioners are invited to attend.
- **Citywide events** – Henig mentioned that the Commission could participate in the Downtown Live series. He will send dates to see who is interested in tabling.
- **Recreation & Parks dedicated revenue stream** – Commissioner Ramirez and Chair Bentson will meet separately to discuss the formation of a white paper that they can present to City Council in August. More information will be provided at the next Commission meeting.
- **Storywalk** – Staff will provide an update at the August meeting about the Storywalk.

10.2. **Establishing a List of Sites for Evaluation of Future Potential Pickleball Courts**

Mr. Atkins collected the pickleball sites evaluation scoring sheets from the commissioners who were present. He also requested their feedback on which sites would not be appropriate for this analysis. There were five that were removed from the list, leaving 15 possible park locations. The ones removed were: Butcher Park, Gateway Park, Rainbow Park, Renz Park, and Village Green Park.

Commissioners Bozzo and Ramirez informed the Commission and staff that they visited the pickleball courts at South Valley Middle School. They inquired what role this existing facility would have within this project. Henig and Atkins explained that since it was not City property, it would not be relevant to this specific project, however, it will be noted in the final staff report.

11. **DEPARTMENT UPDATES**

11.1. **Recreation Division Updates**

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

11.2. Status of City Parks

Mr. Sousa provided the following updates:

- **Christmas Hill Park** – A smaller restroom will be available to public soon; Pavilion restroom is being worked on and the plan is for the restroom building to be delivered at the end of June.
- **San Ysidro Park** – Refurbished handball courts by fixing the damaged concrete and peeling paint.
- **Hecker Pass Dog park** – Fence was moved around the water faucet.
- Several playgrounds received fiber bark for its playgrounds.
- Weed abatement is underway at several parks .
- The **Sports Park** scoreboard is getting fixed.
- The plaque for the pop-up park will be installed soon. A dedication ceremony is scheduled next week. The inclusive panels should arrive at the end of June.

12. **BICYCLE & PEDESTRIAN ENCOURAGEMENT & EDUCATION** - none

13. **COMMISSIONER PARK REPORTS & COMMENTS**

The comments were made about the commissioner park assignments:

- **Bentson** –
 - Del Rey looked fine.
 - Cydney Casper – hopscotch was painted, and the fountain needs to be checked.
- **Graham** – parks look good.
- **Ramirez** – At Las Animas, noticed a motor biker making holes in grass; otherwise, park looks good.

14. **STAFF COMMENTS** - none

15. **FUTURE COMMISSIONER INITIATED ITEMS**

Chair Bentson requested that the Miller Red Barn Association be invited to present in June.

16. **ADJOURNMENT**

Chair Bentson adjourned the meeting at 7:20 p.m.

AH

Adam Henig, Recreation Division
Recording Secretary



City of Gilroy

Parks and Recreation Commission

STAFF REPORT

Agenda Item Title: Potential Pickleball Court Evaluation Project - Forms Distribution

Meeting Date: June 18, 2024

From: Bryce Atkins, Assistant to the City Administrator

RECOMMENDATION

Commission receive report and forms to conduct the assessment.

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.

The work conducted on this project so far includes the below:

- 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.
- At the March 19, 2024 meeting, the Commission received a presentation and held discussion regarding the ideal pickleball courts.
- At the April 16, 2024 PRC meeting, the template for the individual weighed scoring structure was presented and discussed.
- At the May 21, 2024 meeting, the Commission submitted their weighted scoring percentages, and discussed and identified those parks for consideration in the evaluation, a total of 15 parks.

ANALYSIS

Staff has compiled the categories as identified by the commissioners in their weighted scoring percentages, and created entry forms for commissioners to mark their scoring for each of the 15 parks identified. The entry forms will be provided during this June 18, 2024 meeting. The commissioners are to evaluate each of the 15 parks and score the parks in each category on a scale from 1 (lowest score) to 10 (highest score). The commissioners will then return the completed forms to staff at the August 20, 2024 meeting of the Parks and Recreation Commission.

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: June 18, 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 FY24 and for FY25. At each monthly meeting, the Commission review the 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 Commission members (i.e., webinars, conferences, etc.);
- Participate in citywide events (i.e., Breakfast with Santa and Bike to Wherever 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.

The Commission Work Plan is attached and offers the most recent updates.

PUBLIC OUTREACH

This item is a continuing discussion. It has been 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	Arbor Day will be hosted at Rainbow Park in September or October 2024
Training Opportunities for Commissioners	Participate in parks and recreation related training opportunities	Pat	Inform commissioners about upcoming opportunities; participate in trainings	N/A	Upcoming Trainings - Annual SV Bike Coalition Summit will be held on 8.29 in South SF.
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	Participated in Bike to Wherever Day 2024 on May 16, 2024 at the Christmas Hill Park Levee. Approximately 20 people visited the energizer station; featured in <i>Gilroy Dispatch</i> .
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	Commissioners will be asked to assess potential pickleball locations. Assignment will be due to staff at August meeting
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	Ramirez and Bentson were going to meet prior to June meeting to discuss next steps.
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.		Support the City to install a Storywalk at a park or on a trail.	Maintain and Improve City infrastructure	Staff will follow up with more potential locations at a future meeting.

Revised June 7, 2024



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.

- With school out, summer camp is in full swing. This year, there are more than 650 campers registered in over 50 summer camps, ranging from the traditional day camps to specialty camps like art, science, robotics, chess, and cheerleading.



- During the week of June 10, Recreation staff held their in-service training—first since the pandemic—for camp leaders who will be working in the city-run summer day camps at Gilroy Gardens and Christopher High School.





- The Christopher High School Aquatics Center is now open daily to the public. Operated by Swimming Swan, swim lessons are provided in the morning and in the evening while recreation swim is offered in the afternoon. More than 1,000 youth have registered for swim lessons, 90% of whom are residents. Hundreds of residents have already participated in recreation swim, where users can swim and enjoy the waterslides as well as the aqua play structure.



- Lastly, the Gilroy Museum has seen an uptick in visitors. More than 400 people have come to the Museum this year, an 11% increase from last year. Research requests have increased by a 1/3 and the traveling trunk program, when the Museum shares its collections at various schools throughout Gilroy, has experienced a 37% increase in attendance (580 students total).