



CITY OF GILROY
PARKS AND RECREATION
COMMISSION
REGULAR MEETING
AGENDA



TUESDAY, JUNE 20, 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**



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.

KNOW YOUR RIGHTS UNDER THE GILROY OPEN GOVERNMENT ORDINANCE

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.

FOR MORE INFORMATION ON YOUR RIGHTS UNDER THE OPEN GOVERNMENT ORDINANCE, TO RECEIVE A FREE COPY OF THE ORDINANCE OR TO REPORT A VIOLATION OF THE ORDINANCE, CONTACT THE OPEN GOVERNMENT COMMISSION STAFF AT (408) 846-0204

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 16, 2023
6. **APPROVAL OF AGENDA**
7. **INTRODUCTIONS**
8. **PUBLIC COMMENT ON ITEMS NOT ON THE AGENDA**
9. **NEW BUSINESS**
 - 9.1. **Proposed 2016 VTA Measure B Encouragement and Education for Fiscal Year 2024.**
 1. Staff Report: Adam Henig, Recreation Manager
 2. Public Comment
 3. Possible Action: Motion to approve 2016 VTA Measure B Encouragement and Education projects for fiscal year 2024
10. **OLD BUSINESS**
 - 10.1. **Review of 2023 Parks & Recreation Commission Work**
 1. Staff Report: Adam Henig, Recreation Manager
 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**
14. **STAFF COMMENTS**
 - 14.1. Parks and Recreation Commission Presentation to City Council, August 7, 2023 at 6:00 p.m.
15. **FUTURE COMMISSIONER INITIATED ITEMS**
16. **ADJOURNMENT**

City of Gilroy
Parks and Recreation Commission Regular Meeting Minutes
Tuesday, May 16, 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, Vice Chair 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 and posted in the City Hall kiosk on May 11, 2023.

5. **APPROVAL OF MINUTES**

5.1. April 18, 2023

RESULT: Pass

MOVER: Pat Bentson, Vice Chair

SECONDER Ermelindo Puente, Commissioner

AYES: Vice Chair Bentson, Commissioner Fugazzi, Commissioner Graham, Commissioner Puente, Chair Ramirez, Commissioner Saso

6. **APPROVAL OF AGENDA**

RESULT: Pass

MOVER: Pat Bentson, Vice Chair

SECONDER Ermelindo Puente, Commissioner

AYES: Vice Chair Bentson, Commissioner Fugazzi, Commissioner Graham, Commissioner Puente, Chair Ramirez, Commissioner Saso

7. **INTRODUCTIONS**

7.1. Angela Reinert, outgoing Parks & Recreation Commissioner (2020-2022)

Former Commissioner Angela Reinert was presented with a certificate of appreciation for her public service on the commission, 2020-2022.

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

None

9. **NEW BUSINESS**

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

The candidates, Dyanne Hofstad and Carmel Trela, were introduced. Commissioners Ramirez, Fugazzi, Puente, Bentson, and Graham asked questions such as describing their professional background; what is their motivation for serving on the advisory council; and their experience with Gilroy's senior population. Both candidates were asked the same questions and each responded to them.

Chair Ramirez motioned to support Hofstad. Puente seconded. Motion passed unanimously to recommend Hofstad to Council, who will make the final decision on the appointment.

RESULT: Pass

MOVER: Luis Ramirez, Chair

SECONDER Ermelindo Puente, Commissioner

AYES: Vice Chair Bentson, Commissioner Fugazzi, Commissioner Graham, Commissioner Puente, Chair Ramirez, Commissioner Saso

10. **OLD BUSINESS**

10.1. **Review of 2023 Parks & Recreation Commission Work Plan**

Here are the following updates to the work plan:

- **Training opportunities:** Bentson and Ramirez participated in the Volunteer Leader Roundtable workshop offered through the National Association of Park Foundations.
- **Coffee in the Park:** The Thursday evening event has been rescheduled for June 22. The Saturday event will remain in the same (6/24 at 11am). Henig spoke with Gilroy PD and they will be able to provide an officer.
- **Participate in Citywide Events:** Bentson participated in the Day of the Child event on April 29. Puente assisted Santa Clara County Public Health with their active transportation grant.
- **VTA Measure B** – Fugazzi, Puente, and Sasso have offered to assist tabling at the annual Bike to Wherever Day event on May 18 at the levee at Christmas Hill Park.
- **Study dog parks:** The dog park committee (Fugazzi, Graham, and Puente) met and made recommendations to the Council for budget consideration. A memo was drafted by Henig that was based on their

recommendations and was submitted to the City Administrator. The recommendations included 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

11. **DEPARTMENT UPDATES**

11.1. Recreation Division Updates

Henig reviewed the report enclosed in the meeting packet.

11.2. Status of City Parks

Henig reviewed the parks and recreation-related Capital Improvement Projects that were included in the City's proposed budget that will likely be approved.

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

Bernosky is preparing for the Bike to Wherever Day event at Gilroy Gardens.

13. **COMMISSIONER PARK REPORTS & COMMENTS**

Bentson –

- Del Rey – uneven cement issues along the walkway along Calle Del Rey
- Cydney Casper – looks good; lots of activity; hopscotch printed.

Fugazzi

- Carriage Hills – Good shape. Rubber surface at playground is worn; chipped paint; tripping hazard by pergola
- Sunrise – noticed a sprinkler problem by the tennis courts; inquired if a poop can be installed near the poop bags for dog owners
- Recommended a recycle can be installed at every park

Graham

- Hecker Pass – well maintained; plants need more water.
- El Roble – Looks fine
- Rainbow – noticed a leak; trees on Mantelli look like they were torched
- Sports Park – impressive

Puente

- El Roble – motorcycle riders on grass
- Butcher, Miller, Renz – look good
- Las Animas – flag was replaced but light is still out. Graffiti
- Christmas Hill Park – camping/homeless near Milas area

Sasso

- Forest – looks nice; noticed exposed wires
- Los Arroyos – clean

14. STAFF COMMENTS

14.1. Park Concessionaire – Update

Henig informed Commission that this topic is tabled until Council approves new ordinance.

15. FUTURE COMMISSIONER INITIATED ITEMS

16. ADJOURNMENT

Ramirez adjourned meeting at 7:16 p.m.

AH

Adam Henig, Recreation Division
Recording Secretary



City of Gilroy

Parks and Recreation Commission

STAFF REPORT

Agenda Item Title: Proposed 2016 VTA Measure B Encouragement and Education for Fiscal Year 2024.

Meeting Date: June 20, 2023

From: Adam Henig, Recreation Manager

RECOMMENDATION

Motion to approve 2016 VTA Measure B Encouragement and Education projects for fiscal year 2024

BACKGROUND

As part of the funding requirements for the 2016 VTA Measure B Education and Encouragement Fund, the Commission needs to approve a list of proposed bicycle and pedestrian projects for the upcoming fiscal year (FY24). Last year, the Commission adopted the following projects: Bike to Wherever Day 2023 (BTWD) and GIS Bike and Pedestrian Route Map. Staff is recommending similar projects but with a slight change.

The City plans to continue to promote bicycle encouragement and education activities throughout the year, however, the City wants to support more than just the Bike to Wherever Day annual event. Instead, the City wants to support or create multiple events to encourage bicycle and pedestrian activities as well as educational opportunities. In addition, the City plans to continue to pursue a contract with a GIS consultant to complete the bicycle and pedestrian mapping.

Staff recommends the Commission approve the proposed projects.

Attachments:

1. 2016MB_BikePed_EE_ProgramofProjects_FY24 - GILROY

2016 Measure B Bicycle & Pedestrian Education & Encouragement Program of Projects

City of Gilroy

Fiscal Year: July 1, 2023– June 30, 2024

Project Title	Project Activities Description	Project Locations	Frequency	Project Goals*	Proposed Evaluation Metrics*
Support Bicycle & Pedestrian Community Education & Engagement Activities	This project will allow the City to support more than just the Bike to Wherever Day annual event, and instead can support or create multiple events to encourage bicycle and pedestrian activities, as well as educational opportunities.	Citywide	Variable, no less than annually	Support or create two additional events in addition to the Bike to Wherever Day in Fiscal Year 2024.	Number of bicycle and pedestrian community events or activities supported.
GIS Bike and Pedestrian Route Map	Create a GIS interactive city map showing trails, parks, amenities, fix it stations, etc. This GIS Map is for residents and is part of encouraging them to walk/ride and educating them on the benefits and features of our bike/ped system	Online	Ongoing	- Hire a consultant - Assess current GIS progress - Develop a plan of what needs to be completed and a timeline for project completion	- Published GIS Map to the internet - Number of visits to the Route Map website



City of Gilroy Parks and Recreation Commission

STAFF REPORT

Agenda Item Title: Review of 2023 Parks & Recreation Commission Work Plan

Meeting Date: June 20, 2023

From: Adam Henig, Recreation Manager

RECOMMENDATION

Receive and comment on the 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 was discussed related to the current work plan:

- **Training opportunities:** Bentson and Ramirez participated in the Volunteer Leader Roundtable workshop offered through the National Association of Park Foundations.
- **Coffee in the Park:** The Thursday evening event has been canceled. The Saturday event is scheduled for June 24 at 10:00 am. Henig has arranged for a translator and police officer to be present.
- **Participate in Citywide Events:** Bentson participated in the Day of the Child event on April 29. Puente assisted Santa Clara County Public Health with their active transportation grant.
- **VTA Measure B** – Fugazzi, Puente, and Sasso supported the annual Bike to Wherever Day event on May 18 at the levee at Christmas Hill Park.
- **Study dog parks:** The dog park committee (Fugazzi, Graham, and Puente) made recommendations to the Council for budget consideration. A memo was drafted by Henig that was based on their recommendations and was submitted to the City Administrator. The recommendations were 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

Although the project was supported by City Council, there was not a dollar amount determined yet. Staff will inform the Commission what it will be.

Attachments:

1.Parks & Recreation Commission Work Plan

PARKS AND RECREATION COMMISSION CURRENT 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	Host on 6/24; Quality of Life police officer present; publicize event;
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	Ermelindo, Terence, and Vince participated in Bike to Wherever Day 2023.
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	City of Gilroy Recreation hosted energizer station at Bike to Wherever Day 2023
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 recommended 4 items (trees, bench, picnic bench, concrete pad) for budget input to Council. Was approved but no dollar amount known yet.
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

Items Discussed but not adopted

- Increase participation in recreation programs
- Expand youth scholarship program
- Partner with schools

Revised June 13, 2023

- 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.

- **Bike to Wherever Day** – On May 18, fifty residents stopped by the Energizer Station hosted by the Parks and Recreation Commission to celebrate Bike to Wherever Day. Thank you to Ermelindo, Terrence, Eugene, and Vince for tabling.



- **Other Special events** –
 - **May 19** – The Gilroy Senior Center hosted the annual **Resource Fair**. More than 35 organizations were present to answer questions and pass out resource material for senior residents.
 - **May 20** – At the annual **creek clean-up** at Christmas Hill Park, more than hundred pounds of garbage and recycle material were picked up including a mattress and car tires.

- The **Christopher High School Aquatics Center** is open for recreation swim. Opening day was Saturday, May 27. The pool is now open for recreation swim Tuesday through Sunday from 12-5pm. Swim lessons are available too.



- **Summer Camps** – The busiest season for Recreation was launched the week after GUSD had its last day of school. Cooking, science, chess, soccer and basketball camps are a few of the offerings that are available to Gilroy's youth. The City's summer camp program will be held at Gilroy Prep's Cesar Chavez Gym began June 19. The week long session has themes, field trips, crafts, and lots of fun.
- By the numbers:
 - There are **942** participants currently enrolled in summer programs.
 - Senior Nutritional Meal program attendance from January 1 to June 1:
 - 2022: **235** people attending for a total of 7,010 days
 - 2023: **394** people attending for a total of 13,056 days
- **Upcoming Special Events**
 - **June 30** – Fourth of July Celebration at the Senior Center
 - **July 4** – 4th of July Fireworks Display at Gilroy High School
 - **July 22** – Party in the Park at San Ysidro Park
 - **August 1** – National Night Out hosted by the Gilroy Police Department at the Paseo.

City of Gilroy Parks Update

Over the next few weeks, the playground surfaces at the Gilroy Sports Park will be getting an update as crews will be working to replace the rubberized surface located underneath the play structures and picnic areas.

To accommodate this work, the playgrounds, picnic tables, and benches located within the playground area at the Sports Park will be closed starting June 12, 2023.

The work is anticipated to take approximately two weeks, with plans to re-open the playground area on June 24, 2023.

All park visitors are asked to avoid the work areas to allow for crews to work and for the new surfaces to cure properly.

