



PARKS AND RECREATION COMMISSION REGULAR MEETING AGENDA

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

TUESDAY, SEPTEMBER 16, 2025 | 6:00 PM

Chair: Luis Ramirez

Vice Chair: Javier Martinez

Commissioners: Emily Miller, Jorge Vargas, Jesse Jimenez, Samuel Bozzo

Staff Liaison: Public Works Director John Doughty

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 the 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 the 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

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. **Approval of the Minutes from the August 19, 2025, Regular Meeting of the Parks and Recreation Meeting**
6. **APPROVAL OF AGENDA**
7. **INTRODUCTIONS (if applicable)**
8. **PUBLIC COMMENT ON ITEMS NOT ON THE AGENDA**
 - 8.1. **This time has been set aside for the public to address the Commission on items that are NOT on this Agenda. The Commission may not act upon these comments at this meeting, other than to provide directions to staff to review the comments and return to them at a future meeting. ALL speakers should submit a speaker's slip to the Secretary before this portion of the meeting and prepare a presentation not to exceed three (3) minutes.**
9. **NEW BUSINESS**
 - 9.1. **Brief Update on Recreation Assessment Project**
 - 9.2. **Las Animas Veterans Park Pickleball Courts Project Update**
 - 9.3. **Great Garlic Halloween Event - 5k Fun Run/Walk/Roll**
10. **DEPARTMENT UPDATES**

10.1. Public Works Parks Updates

10.2. Public Works Capital Improvement Project (CIP) Updates

10.3. Recreation Division Updates

11. COMMISSIONER PARK REPORTS & COMMENTS

11.1.

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

12. DIRECTOR REPORT

13. ADJOURNMENT

**City of Gilroy
Parks and Recreation Commission
Minutes
Tuesday, August 19, 2025 | 6:00 PM**

1. CALL TO ORDER

2. ROLL CALL

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

3. FLAG SALUTE

4. SECRETARY'S REPORT

The meeting packet was posted on Friday, August 15, 2025.

5. APPROVAL OF MINUTES

5.1 June 17, 2025

RESULT: Pass

MOVER: Chair Ramirez

SECONDER Commissioner Miller

AYES: Commissioner Vargas, Commissioner Jimenez

ABSENT: Vice Chair Martinez, Commissioner Bozzo,

1. Approval of the Minutes from the June 17, 2025, Parks and Recreation Meeting

6. APPROVAL OF AGENDA

RESULT: Pass

MOVER: Chair Ramirez

SECONDER Commissioner Miller

AYES: Commissioner Vargas, Commissioner Jimenez

ABSENT: Vice Chair Martinez, Commissioner Bozzo

Item 12.1 – Gilroy Little League needs to be removed from Chair Ramirez

7. INTRODUCTIONS

Pamela Brown - Management Analyst Trainee with the City of Gilroy Public Works Department

Bryan Rodriguez - Management Analyst Trainee with the City of Gilroy Public Works Department

8. PUBLIC COMMENT ON ITEMS NOT ON THE AGENDA

Valerie Lott – Gilroy Little League

- There is growing concern about our field access and the conditions of the fields.
 1. First, access to the fields for both practices and games has become increasingly challenging.
 2. Second, field conditions are of significant concern, particularly as they relate to player safety.
- Gilroy Little League primarily uses the Gilroy Sports Park, Christmas Hill Park, and Los Angeles Veterans Park, with the latter two being the main areas of concern.
 1. The condition of the fields at Christmas Hill and Las Animas Park poses significant safety and improvement concerns. To address these, we should focus on improving the fields for community program use, investing in maintenance and improvements, and engaging in long-term planning to realize the vision of Gilroy Sports Park, all of which will benefit our youth.

Alan Castro – Gilroy Little League Volunteers Representative

- Access to the funds that they currently have.
 1. Gilroy Little League has access to a ballpark fund made possible by Gilroy families throughout the year.
 2. Raised by the community and managed by the City of Gilroy – specifically for the enhancement of our local ballfields.
 3. The agreement states that funds shall be used solely for the purpose of building a new facility or improving or enhancing existing facilities.
- Asking for your support in prioritizing field upgrades, aligning resources, and helping us navigate the process to ensure these improvements are suitable and impactful.

Zach Hilton – City Council Member

- Discuss what CIP projects are a top priority for him and what he is currently working on.
 1. Lions Creek Trail, west of Santa Teresa and Day, and the Gateway Senior Apartments pedestrian Crossing, Safety Improvements.
 2. Let the commission know that when it comes to supplies like the canopy, tablecloth, and entry fees, the Council wants to include all those items to get out there and reach out to the community.

There are multiple ways to get funding for these items, such as Measure B, education encouragement, or VTA.

1. **This time has been set aside for the public to address the Commission on items that are NOT on this Agenda. The Commission may not act upon these comments at this meeting, other than to provide directions to staff to review the comments and return to them at a future meeting. ALL speakers should submit a speaker's slip to the Secretary before this portion of the meeting and prepare a presentation not to exceed three (3) minutes.**

9. NEW BUSINESS

1. Gilroy Parks and Recreation Commission Youth Access Scholarship

John Doughty spoke on Vice Chair Martinez's behalf.

- Move to September's meeting for Vice Chair Martinez to speak in more detail on the scholarship.
- Scholarship will be used for Gilroy youth recreation activities - \$5,000
- A question was raised regarding how and whether this should be prioritized in the grant and application materials.

Request to send out an email to the community to make people aware that the scholarship is available. Also, place flyers and the application packets at the community center, San Ysidro bulletin boards, Alexander apartments, Sobrato apartments, and the library. Work with Adam at Recreation to ensure information is widely distributed.

RESULT: To be further discussed in the September Commission meeting

MOVER: Chair Ramirez

SECONDER: Commissioner Miller

AYES: Commissioner Vargas, Commissioner Jimenez

ABSENT: Vice Chair Martinez, Commissioner Bozzo

2. Draft RFP for Parks Master Plan Update

John Doughty initiated the discussion on the Parks Master Plan update, which was identified in the Commission's work program submitted to the City Council.

- Currently, 24 out of the 28 Capital Improvement Projects are titled under the Master Parks Plan and are currently unfunded.
 1. Looking at the end-of-the-year funds to fund the projects.
- An extensive process to create the plan
 1. The process has been ongoing for approximately 1 ½ years, during which time we have evaluated, conducted assessments, and completed surveys, as well as examined the activities within our recreation programming.
- We will need to gather input from the community regarding their vision, key activities they would like to see, amenities, and individual parks.
 1. Example: Gilroy Little League

RESULT: Move forward and focus on the Park Master Plan

MOVER: Chair Ramirez

SECONDER: Commissioner Miller

AYES: Commissioner Vargas, Commissioner Jimenez

ABSENT: Vice Chair Martinez, Commissioner Bozzo

3. Parks and Commission Budget

Harjot Sangha, Finance Director, presents a PowerPoint presentation on the City of

Gilroy Parks and Recreation. Commission Budget.

- Part of the budget development commencement goes through the city administrator's office, which is responsible for putting out a recommended budget.
- The Parks and Recreation Commission submitted their work plans, along with budgetary input and specific dollar amounts requested.

Chair Ramirez asked how the budget is communicated?
Cost recovery through the General Fund.

10. OLD BUSINESS

1. Update on Mural Request on the Las Animas Veterans Park Handball Courts

Staff report that there was a delay in the project due to funding. The Commission agreed to a mural on the handball courts at Las Animas during the June 2025 Commission meeting.

- Commissioner Jimenez asked if the funding was through the parks.
 1. Council would need to approve funds

Chair Ramirez asked if there was sufficient community support.

RESULT: Ask the Arts and Cultural Commission to consider additional comments and input.

MOVER: Chair Ramirez

SECONDER: Commissioner Miller

AYES: Commissioner Vargas, Commissioner Jimenez

ABSENT: Vice Chair Martinez, Commissioner Bozzo

11. DEPARTMENT UPDATES

1. Public Works Parks Updates

- Update on Arbor Day – mid to late October.
- Cydney Casper Park – Replace 10 trees by planting around late October to give them a chance to root before summer.
- Trying to fit seeding in as well in mid to late October.
- Install temporary fencing at Christmas Hill Park during the seeding period from September 8th through October 25th.
- Commissioner Miller looked at the tennis court and the gazebo in Christmas Hill Park. The gazebo needs to be a high priority because a strap is currently holding it up.

2. Public Works Capital Improvement Project (CIP) Updates

A quorum was established at 6:00 pm and maintained until 7:38 pm. Quorum was lost at 7:38 pm due to the excusal of Commissioner Vargas.

- Three CIP park projects are currently in the plan.
 1. Funding from the allotted \$500,000 budget.

3. Recreation Division Updates

- Chair Ramirez asked why Aquatics has increased compared to last year.

Numbers and context will be discussed further along with the recreation assessment.

12. COMMISSIONER PARK REPORTS & COMMENTS

1.

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

Commissioners made the following comments:

- **Ramirez**
 - Met with Little League to address concerns that need to be readdressed.
 - Visited Butcher, El Roble, Renz – looking good.
 - Sunrise – some dead patches in the grass.
- **Jimenez**
 - Visited Farrel, Forest, and San Ysidro.
 - Noticed everything was looking good, and the San Ysidro building had recently been painted.
- **Miller**
 - Visited Cydney Casper, De Ray, and Gilroy Sports.
 - Cydney Casper's middle bathroom is out of order, has the most trash, and the swings have been repaired to stop squeaking. John Sousa said they were waiting for the backordered bathroom door.
 - Del Ray was super busy. The playground is old, with pavement shavings on the sidewalk, and some sidewalk uplifting is not marked.

13. DIRECTOR REPORT

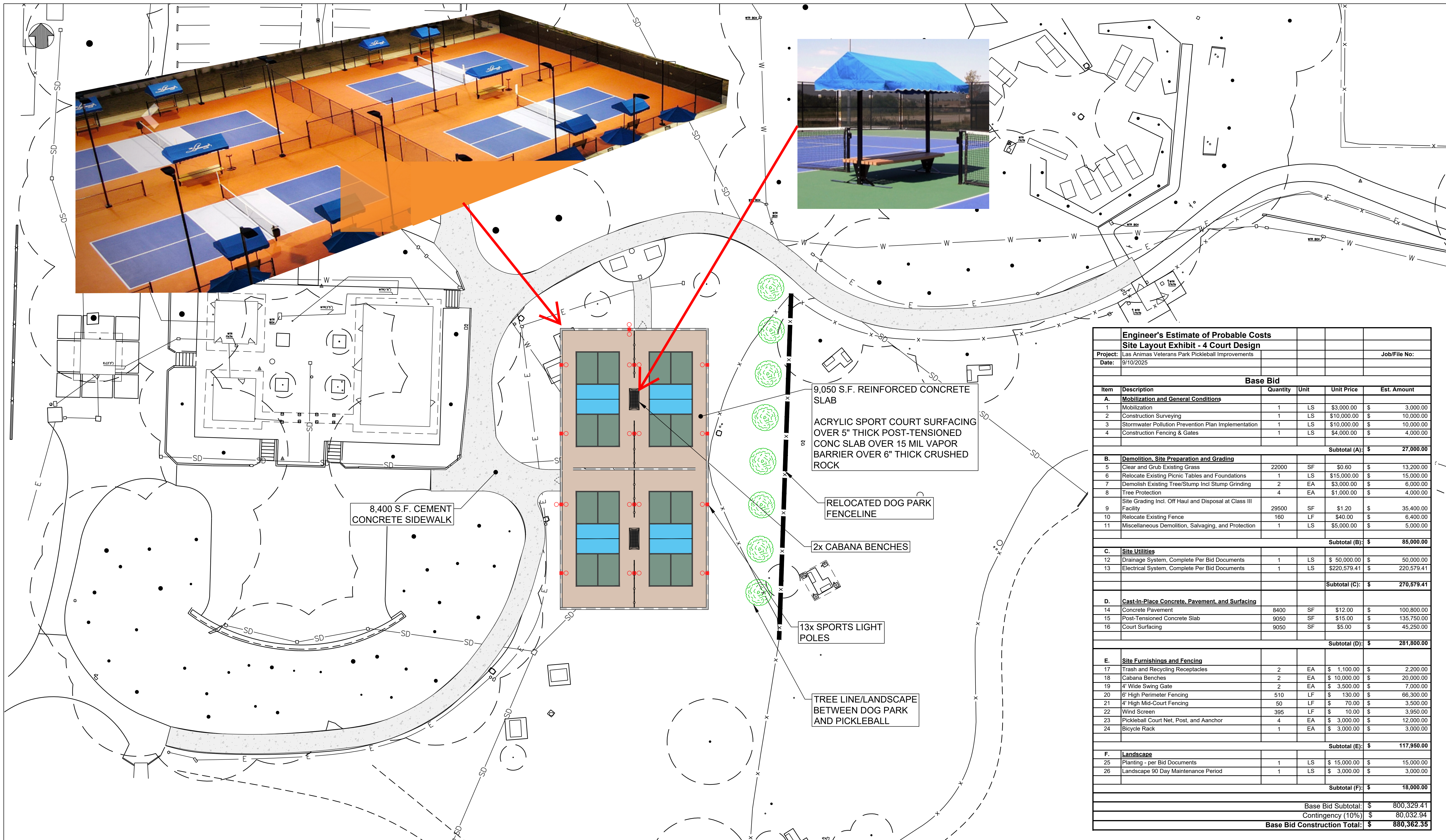
1. Christmas Hill Park Story Walk

- They received a free permit and proceeded forward.
- Chair noted that \$5,000 was raised, and the money will be used to purchase a bilingual storywalk at San Ysidro Park.

14. FUTURE COMMISSIONER INITIATED ITEMS


15. ADJOURNMENT

The meeting adjourned at 7:55 pm.



Engineer's Estimate of Probable Costs				
Site Layout Exhibit - 4 Court Design				
Project: Las Animas Veterans Park Pickleball Improvements			Job/File No:	
Date: 9/10/2025				
Base Bid				
Item	Description	Quantity	Unit	Est. Amount
A. Mobilization and General Conditions				
1	Mobilization	1	LS	\$3,000.00
2	Construction Surveying	1	LS	\$10,000.00
3	Stormwater Pollution Prevention Plan Implementation	1	LS	\$10,000.00
4	Construction Fencing & Gates	1	LS	\$4,000.00
Subtotal (A):				\$ 27,000.00
B. Demolition, Site Preparation and Grading				
5	Clear and Grub Existing Grass	22000	SF	\$0.60
6	Relocate Existing Picnic Tables and Foundations	1	LS	\$15,000.00
7	Demolish Existing Tree/Stump Incl Stump Grinding	2	EA	\$3,000.00
8	Tree Protection	4	EA	\$1,000.00
9	Site Grading Incl. Off Haul and Disposal at Class III Facility	29500	SF	\$1.20
10	Relocate Existing Fence	160	LF	\$40.00
11	Miscellaneous Demolition, Salvaging, and Protection	1	LS	\$5,000.00
Subtotal (B):				\$ 85,000.00
C. Site Utilities				
12	Drainage System, Complete Per Bid Documents	1	LS	\$ 50,000.00
13	Electrical System, Complete Per Bid Documents	1	LS	\$220,579.41
Subtotal (C):				\$ 270,579.41
D. Cast-In-Place Concrete, Pavement, and Surfacing				
14	Concrete Pavement	8400	SF	\$12.00
15	Post-Tensioned Concrete Slab	9050	SF	\$15.00
16	Court Surfacing	9050	SF	\$5.00
Subtotal (D):				\$ 281,800.00
E. Site Furnishings and Fencing				
17	Trash and Recycling Receptacles	2	EA	\$ 1,100.00
18	Cabana Benches	2	EA	\$10,000.00
19	4' Wide Swing Gate	2	EA	\$ 3,500.00
20	6' High Perimeter Fencing	510	LF	\$130.00
21	4' High Mid-Court Fencing	50	LF	\$ 70.00
22	Wind Screen	395	LF	\$ 10.00
23	Pickleball Court Net, Post, and Anchor	4	EA	\$ 3,000.00
24	Bicycle Rack	1	EA	\$ 3,000.00
Subtotal (E):				\$ 117,950.00
F. Landscape				
25	Planting - per Bid Documents	1	LS	\$15,000.00
26	Landscape 90 Day Maintenance Period	1	LS	\$ 3,000.00
Subtotal (F):				\$ 18,000.00
Base Bid Subtotal:				\$ 800,329.41
Contingency (10%):				\$ 80,032.94
Base Bid Construction Total:				\$ 880,362.35

No.	DATE	BY	REVISIONS	No.	DATE	BY	CITY APPROVALS
3							



CITY OF GILROY
DEPARTMENT OF PUBLIC WORKS
7351 ROSANNA STREET
GILROY, CALIFORNIA 95020
MAIN (408) 846-0223

DRAWN BY: SW
DESIGNED BY: SW
REVIEWED BY:

DATE: 8/30/2025

Scale: NTS
PROJECT No.: 0

PICKLEBALL PROJECT LAYOUT

LAS ANIMAS PARK - PICKLEBALL COURT IMPROVEMENTS

Sheet No. 01
SHEET 1 OF 1

THE CITY OF GILROY RECREATION DIVISION PRESENTS



THE GREAT GARLIC HALLOWEEN

5K FUN RUN/WALK/ROLL

Halloween Costume Contest
(judging starts at 8:30 a.m. before the run)
Individual & Group Prizes
(Group = 3 or more)

WHO:

Walkers, Runners, Strollers, Bike Riders, Rollers

AGES:

4 years and older

DATE:

Saturday, October 18th, 2025
(Rain or Shine)

TIME:

8:00AM

LOCATION:

Gilroy Sports Park
5925 Monterey Frontage Rd.

- Rollers start at 9am
- Run/Walkers 9:15am

COST:

- Early Bird registration - \$25.00
After September 19th - \$30.00
additional \$10.00 for Non-Res.

- On-Site Registration
(desired shirt may not be available)

- All Registered Participants receive a T-Shirt, Bib # & Medal

Celebrate a healthy, fun lifestyle with exhibitors promoting community health and wellness.



SATURDAY, OCTOBER 18TH 2025

8AM-12PM

*Register in person at the Recreation Division Office or online at www.cityofgilroy.org/reconline





MEMORANDUM

To: Parks and Recreation Commission

From: Parks Division, City of Gilroy

Through: John Doughty, Public Works Director

Meeting Date: September 16, 2025

Subject: Parks Division Updates – September 2025

The following is an update on recent activities and programs managed by the Parks Division.

Parks projects

- Field Maintenance at Ranch Site, SYP, and Sunrise
- Repaired the baseball dugouts CHP Minors Field
- Ordered adhesive glue for playground surfacing repair
- Story Walk Lane installed at CHP
- Drinking Fountains completed at LAVP



Service Requests

- Ponderosa Shrub Trimming
- Illegal dumping
- Graffiti removal
- Creamery Abatement
- Weed Abatement
- Fencing repair
- Irrigation repairs
- Delineator repairs
- Median maintenance on Monterey (10th-Luchessa)
- Soundwall maintenance on Santa Teresa (First to Third)





MEMORANDUM

To: Parks and Recreation Commission

From: Public Works Capital improvement Projects (CIP) Division

Through: John Doughty, Public Works Director

Meeting Date: September 16, 2025

Subject: Public Works CIP Updates – September 2025

The following is a synopsis of parks related capital project work currently underway in the City.

I. Major Projects

1. San Ysidro Park Healthy Living Enhancement

- Two proposals for design services were received and have been evaluated. The City has issued the Notice of Intent to Award.
- Project design is scheduled to be complete Spring 2026.
- Project advertising and contract award is expected Summer 2026.
- Construction is expected to be complete Spring 2027.

2. Las Animas Veterans Park Pickleball Courts

- Survey work has been complete and is currently being reviewed.
- Project design is scheduled to be complete Winter 2026.
- Project advertising and contract award is scheduled Spring 2026.
- Construction is expected to be complete Winter 2026.

3. Civic Center Master Plan

- Initial community outreach completed.
- Study and conceptual layout complete.
- Environmental Impact Report (EIR) currently being prepared
- EIR and Master Plan document approval anticipated in Spring/Summer 2026

II. Other Projects of Note

1. Las Animas Park Restroom Replacement
 - Anticipated completion Fall 2026
 - Funded by carryover FY25 Funds

2. Third Street Park (AKA Hecker Pass Park) Shade Structures
 - Anticipated completion December 2025
 - Funded by carryover FY25 Funds

3. Del Rey Park Playground Retrofit
 - Anticipated completion December 2025
 - Funded by carryover FY25 Funds

4. Park Playground Equipment Retrofits (Locations TBD)
 - Anticipated completion TBD
 - Funded by FY26 Citywide Park Improvement Program funding

5. Park Sport Court Surface Enhancements (Locations TBD)
 - Anticipated completion FY26
 - Funded by FY26 Citywide Park Improvement Program funding

6. Repair and re-surfacing Tennis Courts 6 and 7 (Las Animas Park)
 - Anticipated completion Spring 2026
 - Funded by FY26 Citywide Park Program funding



MEMORANDUM

To: Parks and Recreation Commission

From: Recreation Division, City of Gilroy

Through: John Doughty, Public Works Director

Meeting Date: September 16, 2025

Subject: Recreation Division Updates – September 2025

The following is an update on recent activities and programs managed by the Recreation Division.

I. Adaptive

- The adaptive (adults with special needs) program continues to thrive. In late August, they took a field trip to Gilroy Gardens, and in September, they will visit the movies.



II. Adult Sports

- After a summer hiatus, indoor pickleball has resumed at Wheeler Gym on Mondays and Wednesdays from 10:00 am to 12:30 pm.

III. Aquatics

- The swim season has concluded at the CHS Aquatics Center. This summer, there were over 1,300 group and private lesson registrations, and 6,513 users participated in recreation and lap swimming.

IV. Contract Classes

- The fall youth soccer league (offered by Audax) at Gilroy Sports Park has 194 registered participants. Other contract classes offered this fall include taekwondo, futsal, Hunter Education, preschool, driver's education, and hula dancing.

V. Seniors

- Scores of Gilroy residents attended the first-ever Hot August Morning Classic Car Show at the Gilroy Senior Center on Friday, August 29, 2025. From Hot Rods to Mustangs and Camaros, every era was represented. Senior Center participants were able to take photos and meet and chat with the classic car owner. (see photo)

VI. Staff

- Recreation is currently recruiting for two part-time positions, Recreation Leader II/III (Office and Adaptive) and Custodian.

VII. Upcoming Special Events

- **Saturday, September 20** – Biannual summer creek-clean-up at Christmas Hill Park. Meet at Solorsano Middle School parking lot from 9am-12pm.
- **Saturday, October 18** – Great Garlic 5K Fun Run at the Gilroy Sports Park.
- **Friday, November 21** - A collaboration with the Youth Commission and the Senior Advisory Board, the Intergenerational Dance will be held at the Senior Center.
- **Saturday, December 6** – The annual Breakfast with Santa event at the Senior Center. Seeking commissioners to assist with kitchen with prepping and cooking. Meet at 7:30 a.m. To RSVP, contact Recreation Manager Adam Henig.

