



## **Regular Meeting Agenda**

### **Parks and Recreation Commission**

*Craig van Keulen - Chair*

*Richard Scott - Vice Chair*

*Maureen Grzan-Pieracci - Commissioner*

*Neil Berman - Commissioner*

*Ronald Locicero - Commissioner*

*David Lovato - Commissioner*

*John Moniz - Commissioner*

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**Tuesday, May 18, 2021 7:00 pm**

**Virtual Meeting**

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### **VIRTUAL MEETING GUIDELINES AND PUBLIC COMMENT**

In accordance with Executive Order N-25-20 and guidance from the California Department of Public Health on gatherings, remote public participation is allowed. Physical meetings will not be in the City Council Chamber until further notice.

Parks and Recreation Commission meetings will be live streamed on Channel 17, on the City's website and on the City's Facebook page. Those members of the community that would like to participate in the meetings remotely may do so by joining the virtual meeting at:

<https://bit.ly/ParksandRecreationCommission> or by calling in to: (669) 900-9128, then enter the webinar id: 845 7667 3771#.

Public comment may be provided in the following ways:

- Join the virtual City Council meeting via the link above, when public comment is opened, raise your virtual hand, and be called upon to speak for up to 3 minutes
- Join the virtual meeting by calling in to the number above, dial \*9 to raise your hand and be called upon to speak for up to 3 minutes
- Send public comments in writing to [chris.ghione@morganhill.ca.gov](mailto:chris.ghione@morganhill.ca.gov)

\* Please note that comments made on Facebook are not considered public comment.

### **CALL TO ORDER**

### **ROLL CALL ATTENDANCE**

## **DECLARATION OF POSTING OF AGENDA**

Per Government Code 54954.2

## **PLEDGE OF ALLEGIANCE**

## **PUBLIC COMMENT**

Members of the public are entitled to address the Commission concerning any item within the Commission's subject matter jurisdiction. Public comments are limited to no more than three minutes. Except for certain specific exceptions, the Commission is prohibited from discussing or taking action on any item not appearing on the posted agenda. (See additional noticing at the end of this agenda)

## **COMMUNITY SERVICES DIRECTOR REPORT**

## **ADOPTION OF THE AGENDA**

### **BUSINESS:**

#### **1. APPROVE THE APRIL 20, 2021 MEETING MINUTES**

Recommendation:

Approve Minutes.

#### **2. UPDATE ON BICYCLE AND PEDESTRIAN EDUCATION AND ENCOURAGEMENT PROGRAM**

#### **3. USE OF GLYPHOSATE IN CITY MAINTENANCE ACTIVITIES**

Recommendation:

1. Receive report on herbicide/Glyphosate use in City parks; and
2. Provide staff with feedback and comments on future use of herbicides/Glyphosate by the City.

#### **4. PROP 68 PER CAPITA PARK GRANT FUNDING**

Recommendation:

Receive report on potential use of Proposition 68 Per Capita Grant Funding for Community Park improvements.

#### **5. SELECTION OF CHAIR AND VICE CHAIR**

Recommendation:

Select Chair and Vice Chair.

#### **6. COMMISSION WORK PLAN UPDATES**

Recommendation:

1. Commissioners to provide updates on Work Plan items.
2. Commissioners to begin planning for FY 2021-22 Work Plan.

**ANNOUNCEMENTS**

**FUTURE COMMISSION AGENDA ITEMS:**

**ADJOURNMENT**

## NOTICE

*All public records relating to an open session item on this agenda, which are not exempt from disclosure pursuant to the California Public Records Act that are distributed to a majority of the legislative body less than 72 hours prior to an open session, will be made available for public inspection at the Office of the City Clerk at Morgan Hill City Hall located at 17575 Peak Avenue, Morgan Hill, CA, 95037 at the same time that the public records are distributed or made available to the legislative body. (Pursuant to Government Code 54957.5)*

## PUBLIC COMMENT

*Members of the Public are entitled to directly address the Commission concerning any item that is described in the notice of this meeting, before or during consideration of that item. If you wish to address the Commission on any issue that is on this agenda, please complete a speaker request card located in the foyer of the Commission Chambers, and deliver it to the Minutes Clerk prior to discussion of the item. You are not required to give your name on the speaker card in order to speak to the Commission, but it is very helpful. When you are called, proceed to the podium and the Mayor will recognize you. If you wish to address the Commission on any other item of interest to the public, you may do so during the public comment portion of the meeting following the same procedure described above. Please limit your comments to three (3) minutes or less.*

*Please submit written correspondence to the Minutes Clerk, who will distribute correspondence to the Commission.*

*Persons interested in proposing an item for the Commission agenda should contact a member of the Commission who may plan an item on the agenda for a future Commission meeting. Should your comments require Commission action, your request may be placed on the next appropriate agenda. Commission discussion or action may not be taken until your item appears on an agenda. This procedure is in compliance with the California Public Meeting Law (Brown Act) Government Code §54950.*

*City Council Policies and Procedures (CP 03-01) outlines the procedure for the conduct of public hearings. Notice is given, pursuant to Government Code Section 65009, that any challenge of Public Hearing Agenda items in court, may be limited to raising only those issues raised by you or on your behalf at the Public Hearing described in this notice, or in written correspondence delivered to the Commission at, or prior to the Public Hearing on these matters.*

*The time within which judicial review must be sought of the action by the Commission, which acted upon any matter appearing on this agenda is governed by the provisions of Section 1094.6 of the California Code of Civil Procedure.*

*For a copy of Commission Policies and Procedures CP 97-01, please contact the City Clerk's office (408) 779-7259, (408) 779-3117 (fax) or by email [cityclerk@morganhill.ca.gov](mailto:cityclerk@morganhill.ca.gov).*

## AMERICANS WITH DISABILITIES ACT (ADA)

*In compliance with the Americans with Disabilities Act, if you are a disabled person and you need a disability-related modification or accommodation to participate in this meeting, please contact the City Clerk's Office at (408)779-7259, (408)779-3117 (fax) or by email [cityclerk@morganhill.ca.gov](mailto:cityclerk@morganhill.ca.gov). Requests must be made as early as possible and at least two-full business days before the start of the meeting.*

# DRAFT



## Meeting Minutes Parks and Recreation Commission

|                               |   |                     |
|-------------------------------|---|---------------------|
| <i>Craig van Keulen</i>       | - | <i>Chair</i>        |
| <i>Richard Scott</i>          | - | <i>Vice Chair</i>   |
| <i>Maureen Grzan-Pieracci</i> | - | <i>Commissioner</i> |
| <i>Neil Berman</i>            | - | <i>Commissioner</i> |
| <i>Ronald Locicero</i>        | - | <i>Commissioner</i> |
| <i>David Lovato</i>           | - | <i>Commissioner</i> |
| <i>John Moniz</i>             | - | <i>Commissioner</i> |

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**Tuesday, April 20, 2021 7:00 pm**

**Virtual Meeting**

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## **MEETING GUIDELINES**

### **Virtual Meeting Guidelines and Public Comment**

In accordance with Executive Order N-25-20 and guidance from the California Department of Public Health on gatherings, remote public participation is allowed. Physical meetings will not be in the City Council Chamber until further notice.

Parks and Recreation Commission meetings will be live streamed on Channel 17, on the City's website and on the City's Facebook page. Those members of the community that would like to participate in the meetings remotely may do so by joining the virtual meeting at: <https://bit.ly/ParksandRecreationCommission> or by calling in to: (669) 900-9128, then enter the webinar id: 845 7667 3771#.

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\* Please note that comments made on Facebook are not considered public comment.

Minutes Acceptance: Minutes of Apr 20, 2021 7:00 PM (BUSINESS:)

## **CALL TO ORDER**

## **ROLL CALL ATTENDANCE**

| Attendee Name          | Title        | Status  | Arrived |
|------------------------|--------------|---------|---------|
| Craig van Keulen       | Chair        | Present |         |
| Richard Scott          | Vice Chair   | Present |         |
| Maureen Grzan-Pieracci | Commissioner | Present |         |
| Neil Berman            | Commissioner | Present |         |
| Ronald Locicero        | Commissioner | Absent  |         |
| David Lovato           | Commissioner | Present |         |
| John Moniz             | Commissioner | Present |         |

## **DECLARATION OF POSTING OF AGENDA**

Per Government Code 54954.2

## **PLEDGE OF ALLEGIANCE**

## **PUBLIC COMMENT**

None

## **COMMUNITY SERVICES DIRECTOR REPORT**

Provided by Chris Ghione

## **ADOPTION OF THE AGENDA**

Motion van Keulen, Second Lovato, 6-0

## **BUSINESS:**

### **1. APPROVE THE MARCH 16, 2021 MEETING MINUTES**

Recommendation:

Approve Minutes.

|                  |                              |
|------------------|------------------------------|
| <b>RESULT:</b>   | <b>ACCEPTED [4 TO 0]</b>     |
| <b>MOVER:</b>    | Neil Berman, Commissioner    |
| <b>SECONDER:</b> | Richard Scott, Vice Chair    |
| <b>AYES:</b>     | Scott, Berman, Lovato, Moniz |
| <b>ABSTAIN:</b>  | van Keulen, Grzan-Pieracci   |
| <b>ABSENT:</b>   | Locicero                     |

### **2. DOWNTOWN DOG PARK POLICY QUESTIONS**

Recommendation:

Continue policy discussion on Downtown Dog Park.

Recommend constructing the dog park at the community garden site now.  
Recommend reviewing alternative dog park sites at neighborhood parks.

|                  |                                                          |
|------------------|----------------------------------------------------------|
| <b>RESULT:</b>   | <b>ADOPTED [UNANIMOUS]</b>                               |
| <b>MOVER:</b>    | John Moniz, Commissioner                                 |
| <b>SECONDER:</b> | Maureen Grzan-Pieracci, Commissioner                     |
| <b>AYES:</b>     | van Keulen, Scott, Grzan-Pieracci, Berman, Lovato, Moniz |
| <b>ABSENT:</b>   | Locicero                                                 |

### **3. PROVIDE FEEDBACK FOR OSC, AC AND ADJACENT PROPERTY SITE MASTER PLAN**

Recommendation:

Provide input on elements the development of a site master plan for the Outdoor Sports Center, Aquatics Center and adjacent properties.

Commissioners provided input on future the components of the future site master plan for the Condit Road recreation facilities.

|                |                 |
|----------------|-----------------|
| <b>RESULT:</b> | <b>ACCEPTED</b> |
|----------------|-----------------|

### **4. COMMISSION WORK PLAN UPDATES**

Recommendation:

Provide updates on 2020-21 Parks and Recreation Work Plan.

Commissioners provided work plan updates.

|                |                 |
|----------------|-----------------|
| <b>RESULT:</b> | <b>ACCEPTED</b> |
|----------------|-----------------|

## **ANNOUNCEMENTS**

## **FUTURE COMMISSION AGENDA ITEMS:**

## **ADJOURNMENT**



# Bike and Pedestrian Education and Encouragement Program Update



# Background: Measure B Funding

- In May of 2020, Morgan Hill City Council approved the agreement between the City and VTA for bike and pedestrian education and encouragement efforts.
- Through this program, the City of Morgan Hill is allocated approximately \$30,000 per fiscal year specifically for the purpose of education and encouragement programming.

# Impacts of COVID-19

- The ongoing COVID-19 pandemic significantly impacted the activities planned, including school activities, community events, and other outreach opportunities.
- In Fall 2020, the City of Morgan Hill modified the workplan to focus on the creation of marketing materials, building the Bike-Friendly Business Program, purchasing promotional items, and staff-related costs.

# Focus Areas

- New, updated bike map (identifying trails, bike lanes, parks, etc).
- Creation of Bike-Friendly Business Program
- Promotion of the Bike Safety Pledge (online)
- Email Series: The Ride Guide
- Bike to Wherever Day 2021 (Energizer Station)



# Bike to Wherever Day 2021

The City of Morgan Hill, in conjunction with the Silicon Valley Bicycle Coalition (SVBC) to promote Bike to Wherever Month.

The City will be hosting an Energizer Station:

- May 21, 2021, from 11:30am to 4:00pm
- Located on the West Little Llagas Creek Trail, near the Centennial Recreation Center
- Go for a ride and explore more in Morgan Hill!

To get on the list for this year's complementary Bike to Wherever bike bag, register your *pledge to ride* at <https://bikesiliconvalley.org/btwd/>.





## **PARKS AND RECREATION COMMISSION STAFF REPORT**

### **MEETING DATE: May 18, 2021**

PREPARED BY: Chris Ghione, Public Services Director

APPROVED BY: Chris Ghione, Public Services Director

## **USE OF GLYPHOSATE IN CITY MAINTENANCE ACTIVITIES**

### **RECOMMENDATION(S)**

1. Receive report on herbicide/Glyphosate use in City parks; and
2. Provide staff with feedback and comments on future use of herbicides/Glyphosate by the City.

### **POLICY CONSIDERATIONS:**

Community interest on the use and elimination of Glyphosate for City weed abatement and maintenance led to the Council directing staff to begin a trial to eliminate Glyphosate use in Parks. That trial work is now complete, and this report is intended to provide the Council with the results. The results of the trial have demonstrated that maintenance levels have dropped and the required resources to maintain weeds has increased. The Commission and Council should consider the impacts to City operations should the Council wish to continue not allowing the use of Glyphosate for park maintenance and/or extending the elimination of use of it in city owned right of ways, medians, and utility access roads.

### **REPORT NARRATIVE:**

Leading up to the Council's initial discussion on Glyphosate use, numerous residents had reached out to City representatives regarding the use of herbicides on City property. Most of the requests from residents were specific to eliminating the use of the herbicide Glyphosate. Multiple City Council Members had requested City staff review alternatives for the reduction in herbicide use. At that time, the City Council provided the City staff the direction to eliminate the use in City Parks and begin a trial on using alternative methods to maintain parks.

The City of Morgan Hill, through its own employees and landscape contractors, uses a variety of means to control weeds in various City owned locations. These locations include parks, medians, utility dirt access roads, and right of way (ROW) areas adjacent to streets where typically no sidewalk is present. This maintenance occurs for both aesthetic, safe accessibility, and fire protection reasons. Herbicide has long been a major component of weed abatement and Glyphosate has been the most common herbicide used because of its effectiveness. In the case of the ROW maintenance, the work is done completely for fire protection purposes and the weed abatement is performed almost completely by the spraying of Glyphosate.

Glyphosate is distributed commercially under the product name Roundup. Glyphosate

was introduced commercially in 1974 and is now used in more than 160 countries. In early 2017, the California Environmental Protection Agency (CalEPA) placed glyphosate on a list of potentially harmful chemicals. The list is in accordance with State law enacted by California voters in 1986 (Proposition 65) that mandates notification and labeling of all products which the State of California has determined to potentially add to a person's cancer risk, may cause harm to unborn children or other reproductive harm. The CalEPA list does not ban the use of chemicals but does require clear and reasonable warnings for exposures to chemicals on the State's list under certain circumstances. The list itself includes over 1,000 chemicals, including things such as medications, alcoholic beverages, gasoline, etc.

Roundup is currently approved for use in the United States through the Environmental Protection Agency and California through the Department of Pesticide Regulation (DPR). Pesticides are currently categorized into three classifications, Caution (least toxic), Warning, and Danger (most toxic). Glyphosate has a Caution classification. The largest use of Glyphosate is in agriculture due to its use in on genetically altered crops designed to tolerate Glyphosate.

### **Background on City Use of Herbicides/Glyphosate**

Use of herbicides within the City is managed through the Community Services Maintenance Division. The Division had utilized Glyphosate and other herbicides 1-3 times per year in park areas and the City ROW. The number of applications depends on the weather and needs of the specific area, which can cause a need to reapply. For the use of herbicides, the City is regulated by the County Department of Agriculture and the DPR. The City files reports on all use to both organizations. The City follows all federal, state and county guidelines and regulations when spraying. Use occurs both by City staff and maintenance contractors.

Over the last several years, the City has been updating its approach to herbicide use on an ongoing basis to ensure safety of staff and the public. Updates include:

- The City staff follow all guidelines and regulations, utilize all personal protective equipment, and follow all procedures outlined for each specific herbicide. Staff stay trained, up to date, and implement all new requirements immediately.
- Six years ago, the City began requiring the posting of herbicide use 72 hours prior to utilizing herbicides in any City parks or in areas near schools. Signs are removed no less than 24 hours following the application. This is not a requirement, but City staff felt it important and began implementing.
- The City does not use herbicides in or near waterways, except for organic herbicides approved specifically for this use.
- The City recently implemented a pilot program at Paradise Park eliminating the use of herbicides completely. This park was intended as a trial site to assess the possibility and costs related to eliminating the use of Glyphosate and other herbicides in the future. The trial completed its second year this summer. In conjunction with the trial, the City has also tested two new organic alternative products to Glyphosate.
- All crews that apply pesticides are overseen by a maintenance worker on site with a valid California Pesticide Qualified Applicators Certificate (QAC), and all

pesticide mixing is performed by a crew member properly trained and in possession of a valid QAC. We also assure no one is in the area of coverage while spraying which at times causes staff to wait for areas to be clear. Staff remain present until areas are safe to enter once the application is dry (as per the labels and training).

- Beginning in the Fall of 2019 Glyphosate was no longer used in park spaces, but continued to be used in City ROW and on Utility System Access Roads.

It is important to note that weed abatement is not just for aesthetics, and maintenance of the City ROW is intended for fire safety. Ensuring weeds do not reach the roadway edges is important to fire prevention. To this point should the City Council determine it would like to eliminate the use of Glyphosate in City ROW, just lowering the level of service would not be recommended.

### **Glyphosate Free Park Trial**

Since the Fall of 2019 Glyphosate has not been used in our park spaces and a trial of alternative natural herbicides has taken place. The testing of these alternatives occurred in both the Spring of 2020 and 2021. The alternative herbicides included:

- Weed Zap – Active ingredients include Clove and Cinnamon Oil
- Avenger – Active ingredients include D-limonene (Citrus Oil)
- Weed Rot – Active ingredients include Citric Acid, Sodium Lauryl Sulfate (derived from Palm Kernel Oil)
- Mirimiche Green Pro – Ammonium Nonanoate (similar to soap salts)

Unfortunately, the effectiveness for all alternative herbicides was extremely limited. For some there was zero effectiveness in killing weeds, resulting in slightly changing the weed color, but not even stopping growth. In the best cases, a limited amount of weed growth was slowed, but those weeds were not killed in entirety and began to regrow. City staff has continued to discuss alternative control methods with other agencies and reports from other agencies are that the alternative natural herbicides are ineffective.

Since the alternative herbicides proved ineffective, City staff were forced to control weeds with repeat mowing. Since this mowing is in areas next to trails and mulch areas in parks, the height of the mowing is considerably higher leaving many of the weeds to regrow quickly and require repeat mowing. This has left parks with tall weeds for much of the early part of the year, since the City has not had the resources to mow these areas regularly.

The following are a list of the impacts and comments related to the trial.

1. Increased weeds in all park areas.
  - The amount of weeds increased year over year and it is anticipated the amount of weeds will continue to increase as weeds are more likely to reach a stage to leave seeds.
  - Decomposed granite paths and ball field infields are nearly impossible to maintain in the spring without herbicides or bi-weekly manual removal.

## 2. Resident Comments Over Trial Period

- Comments on herbicide use in Parks have been eliminated completely.
- The City has received three complaints on the use of herbicides to keep utility site access roads clear.
- The City has received regular complaints on weeds in parks not being addressed.
- Fox Tails are a major concern for pet owners with the weeds next to parks and trails. Some pet owners have expressed frustration with the increased number of weeds and elimination of use of Glyphosate.

## 3. Staffing and Financial Considerations

- City resources are not sufficient to maintain our parks using alternative methods.
- An additional mower was rented to deal with the weed issue in City Parks. The ongoing rental cost is estimated at \$3,000 to \$5,500 annually for the rental or alternatively \$14,000 for purchase.
- Staff hours needed for mowing weeds in City Parks totals 414 hours annually.
- Staff are recommending that alternative herbicides no longer be used in parks as they are ineffective and an inefficient use of staff resources.
- A comprehensive annual mulch installation program may be the most effective way to significantly reduce weeds. If performed by contract, it is estimated at \$250,000 annually for the City Parks. City staff will attempt to implement a program using arbor mulch, volunteers, and paid staff as an alternative, but the likelihood of success without increased paid full-time staff is unknown.
- Levels of service for Assessment District Parks (which are primarily funded by contracts) will increase significantly when next put out for bid, which will result in future complaints to the Council for increased assessments or decreased levels of service.

## Next Steps

City staff are planning to continue to move forward without using Glyphosate in City Parks unless provided alternative direction by the Council. At minimum, should the City continue to move forward without Glyphosate in Parks, the purchase of the new mower to reduce the ongoing cost of renting will be recommended. Additional funding resources are desperately needed to support Park Maintenance and service levels are declining year over year. However, it is understood there are significant other unfunded General Fund needs and City staff will continue to try and identify ways to support improved maintenance with lower resources, while focusing on safety in our parks.

The Commission may provide input to the City staff and the City Council on thoughts on the trial and future use of Glyphosate.



## **PARKS AND RECREATION COMMISSION STAFF REPORT**

### **MEETING DATE: May 18, 2021**

PREPARED BY: Chris Ghione, Public Services Director

APPROVED BY: Chris Ghione, Public Services Director

### **PROP 68 PER CAPITA PARK GRANT FUNDING**

#### **RECOMMENDATION(S)**

Receive report on potential use of Proposition 68 Per Capita Grant Funding for Community Park improvements.

#### **REPORT NARRATIVE:**

On September 4 2019, the City Council approved a resolution authorizing the submission of an application for Proposition 68 per capita grant funding. The per capita funding is to be awarded to all cities and counties as long as they commit to use the funding for eligible projects. It is estimated that Morgan Hill should receive approximately \$200,000 in funding.

At the time of the prior resolution the City intended to apply for funds with the most likely project being the replacement of the restroom facility at Galvan Park. After further review of maintenance needs and to support the greatest impact from an operational perspective City staff are now recommending the funds be used in conjunction with other funds to improve and renovate facilities at Community Park. With the upcoming completion of the Magical Bridge Playground and the deteriorated condition of many Community Park facilities it is believed that the Community Park improvements and renovations will have a greater impact.

Proposition 68 per capita funds are available for local park rehabilitation, creation, and improvement grants to local governments on a per capita basis. Since the City's does not have significant funding for renovations City staff is recommending utilization of funds for rehabilitation existing infrastructure. The proposed improvements will potentially include:

- Create two new picnic areas
- Refresh, improve and add new segments trails/paths throughout the park
- Upgrade Basketball Court Fencing (to prevent Balls from Going into the pond)
- Replace damaged and aged BBQ pits
- Replace Water Fountains with new multi-use fountains
- Rehabilitate Pond Pump System
- Add Additional Trash Cans
- Refresh Mulch through the entire Park

City Staff are asking for input from the Commission on this change in use of grant funds and for other feedback from the Commission. City staff is strongly recommending funds

be used for renovations to existing facilities that support backlogged maintenance, revenue production, and expense offsets due to the extreme limitations in maintenance funding.

**LINKS/ATTACHMENTS:**

1. Item 4 Supplemental Public Comment

**From:** [D. Muirhead](#)  
**To:** [Chris Ghione](#)  
**Subject:** comment Parks and Recreation Commission Meeting May 18, 2021 #4: Proposition 68 Per Capita Park Grant Funding  
**Date:** Monday, May 17, 2021 12:05:38 PM

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Dear Parks and Recreation Commission,

Comments for your Meeting: May 18, 2021  
 #4: Proposition 68 Per Capita Park Grant Funding  
 ---

Staff is arguing for "greatest good for greatest number" in utilizing funds for rehabilitating existing infrastructure at Community Park facilities.

I would like you to consider whether improving our neighborhood parks, which do not require driving across the City to gather with a large number of other residents and visitors in a single location, is a more equitable use of Proposition 68 grant funds.

Unlike the City Capital Improvement Program, we do not do an annual review of the "Bikeways, Trails, Parks and Recreation Master Plan" (July 2017). That plan says:

"...diversified recreational and cultural experiences throughout the City will strengthen Morgan Hill's community fabric and strong sense of place as the City grows and evolve."

The plan was a 20-year outlook; we are 5 years into the plan. The plan includes recommended enhancements for existing parks and an Implementation and Action Plan.

The two types of Park Classification germane to this discussion are:

- Neighborhood Parks are intended primarily for the enjoyment of nearby neighbors within a short walk or bike ride.
- Community Parks focus on meeting the recreational needs of the community at-large.

What follows are a few selected quotes from the Master Plan to inform your discussion.

BTPR Master Plan Chapter 2: Existing Conditions and Community Needs  
 Parks: Key Findings

- More shade and restrooms are needed
- More than half of Morgan Hill's City-owned parkland is concentrated in the City's two community parks and most of that acreage is within Community Park.
- Parks and park amenities can be better distributed across the system.

BTPR Master Plan CHAPTER 4: Policies, Actions and Projects

Recommendations: Parks

- P2. Maximize park access to ensure community members can comfortably and easily travel to and use the parks closest to their homes.
- P3. Continue to create unique park features and programs in Downtown.
- P6. Enhance and diversify play environments throughout the City.
- P8. Enhance park amenities to increase park user comfort and accessibility.

- P9. Expand opportunities for fitness and health oriented activities for all ages in Morgan Hill parks.
- P11. Protect and improve un-programmed, flexible spaces in neighborhood and small community parks for informal games and other self-directed recreation uses.

Recommendations: Organization Development and Management

- OM3. Monitor and track park and facility condition to inform capital improvement and maintenance plans. Develop capital improvement plans, criteria for prioritization, and schedules aimed at addressing deficiencies in existing parks including:
- Replacing infrastructure and refreshing or renovating old parks.
  - Replacing old, worn, or damaged facilities or equipment as per the capital replacement plan. Refresh or renovate old parks periodically, updating facilities and landscaping as per new recreation trends and needs.
- OM4. Develop a strategic plan for park and facility maintenance to protect and preserve public investment in existing assets.
- OM5. Develop regular maintenance plans for all parks and facilities including reinvestment schedules for major elements (roof, HVAC, etc.)

From the Staff Report:

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It is estimated that Morgan Hill should receive approximately \$200,000 in funding.

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City staff is strongly recommending funds be used for renovations to existing facilities that support backlogged maintenance, revenue production, and expense offsets due to the extreme limitations in maintenance funding.

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After further review of maintenance needs and to support the greatest impact from an operational perspective City staff are now recommending the funds be used in conjunction with other funds to improve and renovate facilities at Community Park.

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The proposed improvements will potentially include:

- Create two new picnic areas
- Refresh, improve and add new segments trails/paths throughout the park
- Upgrade Basketball Court Fencing (to prevent Balls from Going into the pond)
- Replace damaged and aged BBQ pits
- Replace Water Fountains with new multi-use fountains
- Rehabilitate Pond Pump System
- Add Additional Trash Cans
- Refresh Mulch through the entire Park

I look forward to listening to your thoughts and recommendations.

Thank you, Doug Muirhead, Morgan Hill

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## **PARKS AND RECREATION COMMISSION STAFF REPORT**

### **MEETING DATE: May 18, 2021**

PREPARED BY: Chris Ghione, Public Services Director  
APPROVED BY: Chris Ghione, Public Services Director

### **SELECTION OF CHAIR AND VICE CHAIR**

#### **RECOMMENDATION(S)**

Select Chair and Vice Chair.

#### **REPORT NARRATIVE:**

City Council Policy dictates the order of selection of Chair and Vice Chair for City Commissions. Should a commissioner not wish to serve as Chair or Vice Chair, that individual could pass on his or her “turn” to serve in these roles. The current order per Council Policy to serve as Chair and Vice-Chair is:

1. Commissioner Scott - Appointed in 4/2016 (Current Vice Chair).
2. Commissioner Grzan-Peracci – Appointed 2/2018.
3. Commissioner Berman – Appointed 11/2018.
4. Commissioner Lovato – Appointed 7/2020.  
Commissioner Moniz – Appointed 7/2020.
6. Commissioner Locicero – Appointed 9/2013. Last served as Chair 4/2019
7. Commissioner van Keulen – Appointed 4/1998. Last served as Chair in 4/2021.

#### **LINKS/ATTACHMENTS:**

1. Council Policy-96-02 - Commission Selection of Chair and Vice Chair

# CITY OF MORGAN HILL

## CITY COUNCIL POLICIES AND PROCEDURES

CP 96-02

**SUBJECT: POLICY REGARDING TERM AND SELECTION OF CHAIR AND VICE CHAIR OF CITY BOARDS AND COMMISSIONS**

**DATE: APRIL 17, 1996**

**REVISION DATE: DECEMBER 15, 1999, REVIEWED JUNE 27, 2007; AMENDED APRIL 16, 2008**

**ORIGINATING DEPT: CITY CLERK**

In order to provide an efficient method for the selection of Chair and Vice-Chair from the members of the Boards and Commissions, it shall be the policy of the City Council of Morgan Hill to have these officers serve a one (1) year term beginning the first regular meeting date when the Boards and Commissions reorganize; following City Council appointments. A rotation system shall be followed in the selection of the Chair and Vice-Chair. The member who has served the longest on the Board or Commission without serving as Chair during the previous four (4) years shall be selected for the position of Chair. The member second in seniority who has not yet served during the previous four (4) years as Chair shall become Vice-Chair. If the member selected as Vice-Chair is on the Board or Commission at the time the next Chair is selected he/she shall become Chair.

Prior to selection as Chair, a Board or Commission member must serve a minimum of twelve (12) months on the Board or Commission. Each member's seniority shall begin upon the effective date of that member's appointment to the Board or Commission. If two (2) or more members have equal seniority, the Board or Commission shall make the selection. In the event a member otherwise eligible for selection declines the position, the member next in seniority shall be selected. A Board or Commission member will be eligible to serve another term as Chair and Vice Chair provided at least four (4) years have transpired since having previously served as Chair or Vice Chair respectively. Such period may be reduced by one year increments if no other Board or Commission member is eligible to serve due to a recent appointment or because a member otherwise eligible for selection declines the position. If two or more members are eligible to serve another term as Chair, the member who has served the longest on the Board or Commission since having previously served as Chair shall be first in seniority to serve another term as Chair and Vice Chair.

This policy shall remain in effect until modified by the City Council.

APPROVED: \_\_\_\_\_

STEVE TATE, MAYOR

Attachment: Council Policy-96-02 - Commission Selection of Chair and Vice Chair (3097 : 2021 Chair Selection)



## **PARKS AND RECREATION COMMISSION STAFF REPORT**

### **MEETING DATE: May 18, 2021**

PREPARED BY: Chris Ghione, Public Services Director

APPROVED BY: Chris Ghione, Public Services Director

### **COMMISSION WORK PLAN UPDATES**

#### **RECOMMENDATION(S)**

1. Commissioners to provide updates on Work Plan items.
2. Commissioners to begin planning for FY 2021-22 Work Plan.

#### **REPORT NARRATIVE:**

This item is intended to allow commissioners to discuss progress on the items outlined within the Fiscal Year 2020/21 Work Plan. The Work Plan was approved by the City Council on November 4, 2020.

It is also time to begin updating the Work Plan for Fiscal Year 2021/22. The Commission should plan on preparing and completing a draft Work Plan for submission to the City Council. If the draft Work Plan is completed by the June Commission meeting it will be submitted to the City Council for review in July.

#### **LINKS/ATTACHMENTS:**

1. PRC Workplan 2021 Final

## Parks &amp; Recreation Commission

**FY 2020-21 Work Plan – Approved by Council 11.4.20**

| <b>Project<br/>(Commissioner<br/>Responsible)</b>                  | <b>City Council<br/>Priority<br/>Supported</b>                                        | <b>Staff Resources<br/>Required</b>                     | <b>Desired Outcome</b>                                                                                                                                                                                                                                                                                                                 |
|--------------------------------------------------------------------|---------------------------------------------------------------------------------------|---------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1. Get youth more active in Parks and Recreation                   | Supporting Our Youth, Seniors & Entire Community                                      | Recreation Manager (Minimal)                            | Review program opportunities for new youth programming. (Locicero)                                                                                                                                                                                                                                                                     |
| 2. Support bicycle and trails development efforts                  | Supporting Our Youth, Seniors & Entire Community                                      | PS Director (Minimal)                                   | 1. Support the VTA Bicycle and Pedestrian Advisory Committee. (Berman)<br>2. Work to coordinate with community members on bicycle and trails issues with volunteer Bicycle and Pedestrian Advocacy Group. (Grzan-Pieracci)                                                                                                             |
| 3. Support efforts to create an inclusive playground               | Supporting Our Youth, Seniors & Entire Community                                      | PS Director (Significant)<br>CS Supervisor (Moderate)   | Support the group that has formed for the creation of an inclusive playground in Morgan Hill. Support in the planning and fundraising efforts. (Locicero/Berman/Scott)                                                                                                                                                                 |
| 4. Support planning for updated sports facilities and partnerships | Supporting Our Youth, Seniors & Entire Community<br>Economic Development              | PS Director (Moderate)<br>Recreation Manager (Minimal)  | 1. Evaluate opportunities to construct sand volleyball facilities in partnership with a facility operator, including support for upcoming feasibility study. (Berman)<br>2. Monitor Outdoor Sports Center transition to new operator. (van Keulen)<br>3. Monitor Centennial Recreation Center Expansion Project progress. (van Keulen) |
| 5. Support City in grant opportunities                             | Supporting Our Youth, Seniors & Entire Community                                      | PS Director (Significant)<br>Mngt Analyst (Significant) | Support City staff in identifying and evaluating grant opportunities and associated projects. (Scott/Berman)                                                                                                                                                                                                                           |
| 6. Increase volunteer Adopt a Park Program participation           | Supporting Our Youth, Seniors & Entire Community<br>Maintaining Fiscal Responsibility | PS Director (Minimal)<br>CS Supervisor (Minimal)        | As an exploratory committee, evaluate the opportunity to recreate ongoing volunteer groups to support park maintenance. (Scott/Lovato)                                                                                                                                                                                                 |

| <b>Project<br/>(Commissioner<br/>Responsible)</b>                                                                                  | <b>City Council<br/>Priority<br/>Supported</b>   | <b>Staff Resources<br/>Required</b>          | <b>Desired Outcome</b>                                                                                                                                                                                       |
|------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------|----------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 7. Evaluate opportunities to increase youth involvement in park planning                                                           | Supporting Our Youth, Seniors & Entire Community | PS Director (Minimal)<br>Rec Coord (Minimal) | Work with City staff to review opportunities to more formally include youth in park planning projects. (Grzan-Pieracci/Moniz)                                                                                |
| 8. Support City park planning efforts                                                                                              | Supporting Our Youth, Seniors & Entire Community | PS Director (Minimal)                        | 1. Evaluate future opportunities for parkland acquisition and development. (van Keulen/Lovato)<br>2. Research opportunities for the creation of additional dog parks in existing or new park spaces (Moniz). |
| 9. Review pedestrian access to park space for low income housing areas                                                             | Supporting Our Youth, Seniors & Entire Community | PS Director (Minimal)                        | Review affordable housing areas near Monterey road for pedestrian connections to park space. (Grzan-Pieracci/Moniz)                                                                                          |
| <b><u>Staff Resources Required:</u></b> <b>0-50 hours = Minimal</b> <b>51-100 hours = Moderate</b> <b>100+ hours = Significant</b> |                                                  |                                              |                                                                                                                                                                                                              |