



## **Regular Meeting Agenda**

### **Parks and Recreation Commission**

*Craig van Keulen - Commissioner*  
*Richard Scott - Chair*  
*Maureen Grzan-Pieracci - Vice Chair*  
*Neil Berman - Commissioner*  
*Ronald Locicero - Commissioner*  
*David Lovato - Commissioner*  
*John Moniz - Commissioner*

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**Tuesday, October 19, 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) [<mailto: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 SEPTEMBER 21, 2021 MEETING MINUTES**

Recommendation:

Approve Minutes.

### **2. OUTDOOR SPORTS CENTER USE UPDATE**

Recommendation:

Receive the report on the Outdoor Sports Center

### **3. COMMISSION WORK PLAN UPDATES**

Recommendation:

Provide updates on 2021-22 Parks and Recreation 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>Commissioner</i> |
| <i>Richard Scott</i>          | - | <i>Chair</i>        |
| <i>Maureen Grzan-Pieracci</i> | - | <i>Vice Chair</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, September 21, 2021 7:00 pm**

### Virtual Meeting

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

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## **CALL TO ORDER**

7:00pm

## **ROLL CALL ATTENDANCE**

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

## **DECLARATION OF POSTING OF AGENDA**

Per Government Code 54954.2

## **PLEDGE OF ALLEGIANCE**

## **PUBLIC COMMENT**

None

## **RECOGNITION**

None

## **COMMUNITY SERVICES DIRECTOR REPORT**

Provided by Chris Ghione

## **ADOPTION OF THE AGENDA**

Motion van Keulen, Second Lovato, 5-0

## **BUSINESS:**

### **1. APPROVE THE AUGUST 17, 2021 MEETING MINUTES**

Recommendation:

Approve Minutes.

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

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

Recommendation:

Minutes Acceptance: Minutes of Sep 21, 2021 7:00 PM (BUSINESS:)

Discuss and provide direction on next steps for potential Dog Park trials at Galvan and Diana Parks.

Provided staff direction.

**RESULT:        ACCEPTED**

### **3. COMMISSION WORK PLAN UPDATES**

Recommendation:

Provide updates on 2021-22 Parks and Recreation Work Plan.

Commissioners provided work plan updates.

**RESULT:        ACCEPTED**

## **ANNOUNCEMENTS**

## **FUTURE COMMISSION AGENDA ITEMS:**

## **ADJOURNMENT**

7:38pm



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

### **MEETING DATE: October 19, 2021**

PREPARED BY: Jennie Tucker, Recreation Manager  
APPROVED BY: Chris Ghione, Public Services Director

## **OUTDOOR SPORTS CENTER USE UPDATE**

### **RECOMMENDATION(S)**

Receive the report on the Outdoor Sports Center

### **REPORT NARRATIVE:**

#### **BACKGROUND**

On July 9, 2019, MHOSC, LLC took over operations at the Outdoor Sports Center (OSC) through a two year RFP process. Guided by Parks and Recreation Commission recommendations and City Council approval the partnership with the MHOSC was developed to achieve a number of outcomes:

- Balance community access with regional use
- Operate the OSC without any City subsidy
- Maintain the facility at an exceptional level
- Provide sustainable, fiscally responsible, and transparent operations
- Ensure a diverse mix of field use by sport type
- Coordinate and manage event parking plans
- Operations that integrate with:
  - City facilities, including the adjacent Morgan Hill Dennis Kennedy Aquatics Center
  - Local businesses and hotel operators
  - Visit Morgan Hill
- Use innovative approaches to improvements to the facility, including making improvements to the OSC Facility and through partnerships with other partners/operators.

An important consideration must always be given in balancing cost recovery with community access. With this concept, the MHOSC as the operator, must balance regional event bookings and users funding the significant portion of the operations and maintenance, while still insuring local users have access to the facilities. Historically, this provides for more regional use on weekends and more local use on weekdays.

The first two years of operation have been a challenge with the Covid-19 Pandemic changing operations drastically. However, City staff believe that the partnership with the MHOSC has helped to move towards reaching these outcomes at the OSC.

### **Agreement Key Points**

The following sections are provided to remind the Commission of the key points of the operating agreement with the MHOSC.

**Facility Use and Management**  
The MHOSC is granted exclusive right and obligation to operate and maintain the OSC for sporting events and ancillary uses, and other appropriate uses at the OSC.

- This includes maintenance of the adjacent “Lomanto Property” area outside of the area used for Aquatics Center Parking.
- The City retains the right to reduce the area utilized by the operator on the “Lomanto Property” for future recreation use (Sand volleyball, etc).
- Non-sporting events and any events where alcohol is served shall require City approval in writing.
- City and operator shall work jointly to manage parking for the Outdoor Sports Center/Aquatics Center area. Operator shall have management responsibility for several parking areas, with the City having the ability to utilize when necessary.

**Term of Agreement**  
The initial term of the agreement is 10 years. The City may terminate early without cause after 5 years, but is responsible to pay for the depreciated value of the initial MHOSC \$400,000 investment.

**Revenue Split**  
The operator shall pay 75% of its net profits to the City to be held in a reserve fund for replacement of major facility components (including artificial turf fields). The City shall have no responsibility for operator deficits.

**Reporting**  
The operator shall provide biannual reports. Reports shall include a statement of revenue and expense, which coincides with the profit payment to be deposited in the reserve fund. Reports shall also include hours of usage by sport type and by user group. For major events (500 or more people) operator will provide more detailed information to support sports tourism management.

**User Fees and Usage**  
The agreement includes several provisions that support the use by local user groups and a mix of sport types. This includes limitations on increases to existing fees (weekday practice uses) and ongoing fees for local and existing users. This also includes required 50% local use and 10% non-soccer uses at the facility. The agreement further prevents MHOSC from reducing fees for its affiliate groups below the fees provided to other groups in the same categories.

**Improvement Program**  
MHOSC committed to spending \$400,000 on improvements to irrigation and turf within the facility, over the first five years of operation. This funding is above any routine maintenance funded through operational revenues. The City committed to funding approximately \$150,000 in improvements at the OSC to help return the site to good condition. Additionally, funding from both organizations would go towards adding an

additional half soccer field on much of the area currently used for the maintenance yard, as well as fencing to secure parking on the adjacent “Lomanto Property”, and other improvements.

#### Annual Update

MHOSC has been managing the OSC for just over two years, most of which has been during the Covid-19 pandemic. Working closely with City teammates to ensure all proper safety protocols and operating requirements were being followed, MHOSC was able to continue to provide a safe place for local youth and adults to practice outdoors. While large events and tournaments have been limited, local and regional practices were still held. MHOSC has had to continue to cover the high expense to operate the OSC, without the additional revenue weekend tournaments bring in. MHOSC has lost significant dollars funding the operation of the facility through the Covid-19 pandemic but was a valuable resource for some local organizations.

The purpose of the partnership is to have an organization manage and operate the city owned facility with the same guiding principles of balancing cost recovery with community access that the City and Community Services Department follow. MHOSC puts a great deal of effort into working with local groups. The terms in the agreement regarding local user fees and usage are constantly being evaluated by City teammates. The great working partnership and communication between the City and MHOSC helps ensure these principles are being met.

During this past fiscal year, MHOSC was able to provide 2492 hours to local users and 1,212 hours to regional users. With large events and tournaments normally held on weekends, the weekday usage at the OSC is typically local and resident groups. During the pandemic, more local use was available on weekends than in the past since there was a pause on large events. The OSC anticipates larger events coming back online this year, which will help with the cost of operating the facility. The larger weekend events help promote tourism in the city as well as help keep the fees for local, weekday usage down. MHOSC is committed and obligated to continue to provide local usage and lower fees as per the operating agreement.

Currently the groups utilizing the OSC are soccer, cricket, lacrosse, flag football and regular football. The hourly use by percentage for the last fiscal year was:

74% Soccer (Audax, Orchard Valley, Local High Schools and Middle Schools)  
15% Cricket  
11% Other (Football, Lacrosse)

The only major regional event held this past fiscal year was The CrossFit Games. MHOSC worked meticulously with the organizers to keep the venue a secret from the competitors and provide a safe place to host the regional event. The event gained national media attention and Morgan Hill and the OSC received a lot of media coverage. MHOSC anticipates more tournaments and large events to take place this fiscal year and are working hard to schedule and secure these events.

### **Improvements and Upgrades**

As outlined in the agreement, MHOSC committed to spending \$400,000 on improvements. The MHOSC team has been hard at work to work on making these improvements so far expending approximately \$354,000. The significant improvements and upgrades over the last couple of years include:

- Sprinklers installed on all six (6) south side fields – MHOSC Funded
- Sprinklers installed along North fence line – MHOSC Funded
- Well upgrade – MHOSC Funded
- Large Concrete Walkway to replace gravel path – MHOSC Funded
- Remodeled bathrooms – City Funded
- Two (2) lighted grass fields for more night use – City/Developer Funded
- Upgraded LED field lights on turf soccer field – City/Developer Funded
- New football scoreboard with horn and wireless controls – City Funded
- Concession area fines overlay – MHOSC Funded
- Cricket pitches installed between soccer fields – MHOSC Funded
- Landscape replanting along turf fields – MHOSC Funded
- Reseeding for turf improvements – MHOSC Funded
- New field separation netting between turf fields – MHOSC Funded

### **Goals and Work Plan**

As MHOSC and the community emerge from the Covid-19 pandemic, increased usage, diversity of events and diversity of users will be a focus for the OSC. MHOSC plans to continue their successful collaboration with the city, local schools and sports tourism groups over the next year. They are also planning on connecting with past users and continuing field development ideas in the area.

### **LINKS/ATTACHMENTS:**

1. Operator Presentation

# Morgan Hill Outdoor Sports Center

OCTOBER 19, 2021

LISA SCHMIDT, PRESIDENT – ORCHARD VALLEY SOCCER CLUB

BOB JOYCE - VICE-PRESIDENT – CYSA DISTRICT II

SANDRA TODD - TREASURER – SAN JOSE SOCCER COMPLEX FOUNDATION

CHRIS MONAHAN – SECRETARY – MEMBER AT LARGE



# Upgrades

SPRINKLERS INSTALLED ON ALL SIX (6) SOUTH SIDE FIELDS

SPRINKLERS INSTALLED ALONG NORTH FENCE LINE

WELL UPGRADE

LARGE CONCRETE WALKWAY REPLACED GRAVEL PATH

BATHROOMS REMODELED

OFFICIALS AREA

TWO (2) LIGHTED GRASS FIELDS FOR MORE NIGHT USE

UPGRADED LED FIELD LIGHTS ON TURF SOCCER FIELD

NEW FOOTBALL SCOREBOARD WITH HORN AND WIRELESS CONTROLS

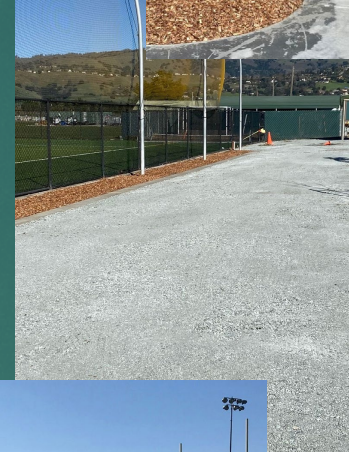
CONCESSION AREA FINES OVERLAY

CRICKET PITCHES INSTALLED BETWEEN SOCCER FIELDS

LANDSCAPE UPGRADES

RESEEDING TURF IMPROVEMENTS

NEW FIELD SEPARATION NETTING BETWEEN TURF FIELDS



# Hourly Use by Percentage

July 1, 2020 – June 30, 2021



74%

Soccer Includes Audax,  
Orchard Valley, Local  
High & Middle Schools



15%

Soccer and Cricket were the only sports that  
chose to continue reduced programs  
while complying with COVID restrictions.



11%



\*COVID

# Events



# Community Retail Benefits

RESTAURANTS

HOTELS

GAS STATIONS

GROCERY STORES

ATHLETIC STORES



# Financials

- ▶ Monthly expenses
  - ▶ Operations Director
  - ▶ Support Staff
  - ▶ Utilities – Water, Power, Garbage
  - ▶ Maintenance – Lawns, Turf, Landscape, Restrooms, Electrical
  - ▶ PPP Loans
  - ▶ Volunteer hours
- ▶ Tournaments & Special Events
  - ▶ Additional income helps to keep local rates affordable
  - ▶ Support of Sports Tourism principles
  - ▶ Regional and National events



# 2022

- ▶ Increase diversity of events
- ▶ Increase diversity of users (both local and regional)
- ▶ Continued collaboration with the city of Morgan Hill
- ▶ Continued support of the Sports Tourism principles
- ▶ Continued collaboration with the local schools
- ▶ Continued improvements at the center
- ▶ Reconnect with past users
- ▶ Support continued field development ideas in the area



# Questions.....



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

### **MEETING DATE: October 19, 2021**

PREPARED BY: Chris Ghione, Public Services Director

APPROVED BY: Chris Ghione, Public Services Director

### **COMMISSION WORK PLAN UPDATES**

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

Provide updates on 2021-22 Parks and Recreation Work Plan.

#### **REPORT NARRATIVE:**

The Commission develops its Work Plan annually each fiscal year. The Commission Fiscal Year 2021-22 Work Plan was approved by the City Council on August 4, 2021. Commissioners may use this item to discuss progress and updates relating to Work Plan items.

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

1. PRC Workplan 2022

## Parks &amp; Recreation Commission

**FY 2021-22 Work Plan – Approved by the City Council on August 4, 2021**

| <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/Lovato)                                                                                                                                                                                                                                                         |
| 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 programming. (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)                                                                                                                                                                                            |

Attachment: PRC Workplan 2022 (3200 : Commission Work Plan Updates)

| <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>Staff Resources Required:</b> 0-50 hours = Minimal      51-100 hours = Moderate      100+ hours = Significant |                                                  |                                              |                                                                                                                                                                                                              |