



City of Santa Clara

Meeting Agenda

Parks & Recreation Commission

Tuesday, August 21, 2018

7:00 PM

City Hall - Staff Conference
Room

CALL TO ORDER AND ROLL CALL

CONSENT CALENDAR

- 1.A 18-1140 [Approve the Parks & Recreation Commission Minutes of July 17, 2018](#)

Recommendation: Approve the Parks & Recreation Commission Minutes of July 17, 2018

PUBLIC PRESENTATIONS

GENERAL BUSINESS

STAFF REPORT

- 1 18-1141 [Parks & Recreation Commission Work Plan Goals for FY2018-19 Update](#)
- 2 18-1142 [Final Planning of Art & Wine Festival 2018](#)

COMMISSIONERS REPORT

ADJOURNMENT

The next regular scheduled meeting is September 18, 2018



City of Santa Clara

1500 Warburton Avenue
Santa Clara, CA 95050
santaclaraca.gov
@SantaClaraCity

Agenda Report

18-1140

Agenda Date: 8/21/2018

SUBJECT

Approve the Parks & Recreation Commission Minutes of July 17, 2018

RECOMMENDATION

Approve the Parks & Recreation Commission Minutes of July 17, 2018

Prepared by: Dale Seale, Deputy Parks & Recreation Director

Approved by: James Teixeira, Director of Parks & Recreation

ATTACHMENT(S)

1. Parks & Recreation Commission Minutes July 17, 2018



City of Santa Clara

Meeting Minutes

Parks & Recreation Commission

07/17/2018

7:00 PM

City Hall - East Wing - Cafeteria
1500 Warburton Avenue
Santa Clara, CA 95050

CALL TO ORDER AND ROLL CALL

Quorum Confirmed

CONSENT CALENDAR

- 1A. [18-850](#) Approve the Park & Recreation Commission Minutes of June 19, 2018

A motion was made by Commissioner Walke, seconded by Commissioner LaCoursiere to approve the minutes.

Aye: 6 - Commissioner Knaack, Commissioner Martinez, Commissioner Silva, Commissioner Field, Commissioner Walke, and Commissioner Alderete LaCoursiere

Excused: 1 - Commissioner Guerra

PUBLIC PRESENTATIONS

Noted and filed

GENERAL BUSINESS

1. [18-1007](#) Parks & Recreation Commission Work Plan Goal Setting for FY2018-19

A motion was made by Commissioner Walke, seconded by Commissioner Silva to approve the Parks & Recreation Commission Work Plan Goals as amended for FY2018/19.

Aye: 6 - Commissioner Knaack, Commissioner Martinez, Commissioner Silva, Commissioner Field, Commissioner Walke, and Commissioner Alderete LaCoursiere

Excused: 1 - Commissioner Guerra

2. [18-1008](#) Art & Wine Festival 2018 Planning - Entertainment, Assignments, and Other Details

A motion was made by Commissioner Martinez, seconded by Commissioner Walke to approve the final beer selection for the Art & Wine Festival.

Aye: 6 - Commissioner Knaack, Commissioner Martinez, Commissioner Silva, Commissioner Field, Commissioner Walke, and Commissioner Alderete LaCoursiere

Excused: 1 - Commissioner Guerra

3. [18-1010](#) Citywide Special Event Discussion - Easter Egg Hunt

A motion was made by Commissioner Silva, seconded by Commissioner Walke to recommend that Council approve the name change of the Easter Egg Hunt to the Egg-Stravaganza.

Aye: 5 - Commissioner Knaack, Commissioner Martinez, Commissioner Silva, Commissioner Walke, and Commissioner Alderete LaCoursiere

Nay: 1 - Commissioner Field

Excused: 1 - Commissioner Guerra

STAFF REPORT

Recreation Manager Castro provided an update on Park Projects including the Grand Opening of the San Tomas & Monroe Neighborhood Park & Community Garden on August 25, 2018 at 10:00 am. The Ground Breaking for the Reed & Grant Street Sports Park will be held on August 30, 2018 at 3:30 p.m. The Bowers Park and Machado Park playground rehabilitation projects are scheduled to go out to bid in August. Staff will distribute paddles to park patrons to play ping pong at Lick Mill Park in celebration of "Parks Make Life Better" Month.

COMMISSIONERS REPORT

Commissioner Silva: Visited Westside Little League Field, and Raymond G. Gamma Dog Park. He also set up a meeting between Deputy Director Seale, and Messrs Curry and Rosa regarding improving the playability of the Washington Park infield. He commented that this year's 4th of July All-City Picnic & Fireworks was one of the best run City events he has attended. He commended staff for their dedication and hard work.

Commissioner Walke: Visited Raymond G. Gamma Dog Park and noted that it was not in good condition. Visited Washington Park, and Central Park for the Silicon Valley BBQ Championships and the 4th of July All-City Picnic & Fireworks.

Commissioner Field: Visited Maywood Park

Commissioner Martinez: Visited Raymond G. Gamma Dog Park, Central Park Annex, and attended the 4th of July All-City Picnic & Fireworks in Central Park.

Commissioner LaCoursiere: Attended the Silicon Valley BBQ Championships, and the 4th of July All-City Picnic & Fireworks at Central Park. She also visited the Raymond G. Gamma Dog Park.

Commissioner Knaack: Visited Civic Center Park, Bowers Park, and Rotary Park. Attended the Silicon Valley BBQ Championships, and volunteered for the 4th of July All-City Picnic in Central Park.

ADJOURNMENT

The Commission adjourned at 8:20 p.m.

Aye: 6 - Commissioner Knaack, Commissioner Martinez, Commissioner Silva, Commissioner Field, Commissioner Walke, and Commissioner Alderete LaCoursiere

Excused: 1 - Commissioner Guerra

Next regularly scheduled meeting is August 21, 2018.

Public Presentations

Members of the public are provided an opportunity to directly address the Board, Commissions or Committee on items of public interest that are within the jurisdiction of the Board, Commissions or Committee, and any item listed on the agenda. For meetings held in the Council Chambers, please note the speaker timing lights located on the podium. A green light indicates the beginning of the time period, a yellow light will appear when 30 seconds remain, and a red light will appear and a buzzer will sound at the end of the time period. Groups are encouraged to appoint a single spokesperson, but all speakers should avoid repetitive comments. You may be requested to fill out a speaker card and/or give your name when you speak, but are not required to do either to address the Board, Commissions or Committee. Please note that the Board, Commissions or Committee cannot take action on an item of business not appearing on the agenda. The only exceptions are if the Board, Commissions or Committee determines that one of the following emergency situations exist: Work stoppage or other activity which severely impairs public health, safety or both, as determined by a majority of the members of the Board, Commissions or Committee; Crippling disaster which severely impairs public health, safety, or both, as determined by the majority of the Board, Commissions or Committee; or Upon a determination by a two-thirds vote of the Board, Commissions or Committee, or, if less than two thirds of the members are present, that the need to take action arose after the agenda was posted; or the item was posted for a prior meeting of the Board, Commissions or Committee occurring not more than five (5) calendar days prior to the date action is taken. In the event of a public presentation, the Board, Commissions or Committee or its staff may briefly respond to statements made or questions asked, or may proceed to the next item of business or adjourn. The communication not acted on shall be accepted by the Board, Commissions or Committee for placement on the agenda for the following Board, Commissions or Committee meeting, if requested by the citizen. Electronic presentations should be submitted to the liaison department to enable screening for compatibility and viruses. Contact the liaison department to ascertain when the material should be submitted. Written materials should be submitted to the liaison department to allow the City to copy such materials. Contact the liaison department to ascertain when the material should be submitted. Any written materials submitted during the meeting should include sufficient copies for the Board, Commissions or Committee and the public.

Americans with Disabilities Act (ADA)

In accordance with the Americans with Disabilities Act of 1990, the City of Santa Clara will ensure that all existing facilities will be made accessible to the disabled. Modifications in policies, procedures and/or practices will be made as necessary to ensure access for all individuals with a disability. Individuals with disabilities are encouraged to contact the City's ADA Office at (408) 615-3000 to discuss meeting accessibility. In order to allow participation by individuals with severe allergies, environmental illness, multiple chemical sensitivity or related disabilities, please do not wear scented products to meetings at City facilities. For meetings held in the Council Chambers, individuals with a hearing impairment should note that the Council Chamber is equipped with a headset system which allows one to hear more clearly from any seat in the room. Please ask a City staff member present at the meeting for details. Upon request by a person with a disability, meeting agendas and writings distributed during the meeting that are public records will be made available in an appropriate alternative format. Please contact the City Clerk's Office at 408-615- 2220 with your request.

Appeal of Council/Board/Commission/Committee Action

Pursuant to Government Code section 65009, any challenge of Public Hearing matters in court may be limited to only those issues raised at the Public Hearing, or in writing submitted before or at the Public Hearing. Any challenge to a Public Hearing matter must be filed in accordance with the provisions of Civil Code section 1094.6, including applicable time limitations.

Noted and filed



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Agenda Report

18-1141

Agenda Date: 8/21/2018

SUBJECT

Parks & Recreation Commission Work Plan Goals for FY2018-19 Update

BACKGROUND

At the regular Commission Meeting on July 17, 2018, the Commission discussed current issues, trends and local needs related to city parks operations and maintenance, recreation programs and community services, cemeteries, and special events. Annually, the Parks & Recreation Commission considers three to five specific, measurable, attainable, realistic, and time-bound goals and/or activities for the year. These are intended to focus Commission efforts and respond to community and City Council priorities within existing budget direction, resource limitations, and the purview of the Commission as set forth in the City Charter and City Code.

The Parks & Recreation Commission draft FY2018-19 Work Plan Goals are to: (a) inform and educate the community to improve understanding of parks and recreation infrastructure needs, future funding needs and potential new funding sources; (b) review existing park rehabilitation needs and new residential development park project plans; (c) hold a joint meeting of the Parks & Recreation and Cultural Commission; (d) host the 38th annual Santa Clara Art & Wine Festival; and, (e) begin discussion of a community input process on a new 30+ acre community park in the north of the City.

DISCUSSION

The Parks & Recreation Commission will review and refine the proposed goals, and make subcommittee assignments. Updates on the status of the Work Plan Goals will be made at each Commission meeting during the year.

ENVIRONMENTAL REVIEW

The action being considered does not constitute a "project" within the meaning of the California Environmental Quality Act ("CEQA") pursuant to CEQA Guidelines section 15378(b)(5) in that it is a governmental organizational or administrative activity that will not result in direct or indirect changes in the environment.

PUBLIC CONTACT

Public contact was made by posting the Park & Recreation Commission's agenda on the City's official-notice bulletin board outside City Hall Council Chambers. A complete agenda packet is available on the City's website and in the City Clerk's Office at least 72 hours prior to a Regular Meeting and 24 hours prior to a Special Meeting. A hard copy of any agenda report may be requested by contacting the City Clerk's Office at (408) 615-2220, email clerk@santaclaraca.gov or at the public information desk at any City of Santa Clara public library.

Reviewed by: Dale Seale, Deputy Parks & Recreation Director

Approved by: James Teixeira, Director of Parks & Recreation



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Agenda Report

18-1142

Agenda Date: 8/21/2018

SUBJECT

Final Planning of Art & Wine Festival 2018

BACKGROUND

The Parks & Recreation Commission is hosting the 38th annual Santa Clara Art & Wine Festival in Central Park on September 15 and 16, 2018. The Parks & Recreation Commission reviews and makes recommendations on aspects of the festival including: entertainment; beer, wine, token and commemorative glass selection, quantities, pricing and service locations; Commissioner assignments; charitable organization volunteer assignments and fund distribution; and event promotion.

DISCUSSION

Staff will provide an update on event planning details, and the Parks & Recreation Commission will discuss final festival details and Commissioner assignments.

ENVIRONMENTAL REVIEW

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Prepared by: Kimberly Castro, Recreation Manager

Approved by: James Teixeira, Director of Parks & Recreation