



**Meeting Minutes  
April 18, 2017**

<b>Organization</b>	<b>Name</b>
City of Santa Clara	Commissioner Chuck Blair Commissioner George Guerra Commissioner Andrew Knaack Commissioner Roseann Alderete LaCoursiere Commissioner Joe Martinez Commissioner Tino Silva Commissioner Kevan Michael Walke Director of Parks & Recreation, James Teixeira Deputy Parks & Recreation Director, Dale Seale Recreation Manager, Kim Castro

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**Matters For Council Action:** The Commission recommended (4-0-3) that Council adopt a resolution for 2017 to a) temporarily restrict and control animals during City sponsored special events (approved under separate report to Council) and b) develop and adopt an ordinance to restrict and control animals within the designated event perimeter at all City sponsored special events held in City parks for the duration of each City event (except for service animals in compliance with Americans with Disabilities Act (ADA) Title II & III).

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1. Call to Order/Roll Call/Order of Agenda: The meeting was called to order by Chair Walke at 7:00 p.m. The Commission excused Commissioner LaCoursiere, Guerra and Martinez (4-0-3) on a motion by Commissioner Silva and seconded by Commissioner Blair.
2. Approval of Minutes: No action was taken on March Minutes. Action postponed to May meeting.
3. Correspondence & Communications: The Commission reviewed the Council actions from the Council Meetings held on March 21, 2017, and April 4, 2017.
4. Old Business (items taken out of order):
  - A. Commission Work Plan Goals for 2017
    1. Goal 1— Conduct a Park Facility Conditions & Needs Assessment. Recreation Manager Castro updated the Commission that the Facility Condition Assessment will begin in May and be completed by December. The contractor, Kitchell/CEM, Inc. will meet with staff on April 26 to review the scope of work and schedule site visits to each of the parks and recreation facilities.
    2. Goal 2—Park Rules & Regulations Ordinance/Signs (Draft). The sub-committee (Commissioners Blair, Knaack and Silva) will continue to review park rules and regulations, work with staff, and provide updates to the Commission.

3. Goal 3—Parks & Athletic Fields Access, Supervision and Enforcement. There was no discussion for this item.
  4. Goal 4—Special Event Enhancement—Local Focus, More Activities & Cultural Commission Collaboration. Commissioner LaCoursiere met with Commissioner Harbir Bhatia (Cultural Commission) to discuss potential collaboration at future events. Members of the Cultural Commission will be invited to attend a Parks and Recreation Commission meeting in July or August.
5. New Business (items taken out of order):

A. Art & Wine Festival Planning

1. Beer & Wine Selection Update— Rotary Club member Nick Streit presented a proposal to select, procure and serve beer for the Art & Wine Festival. On a motion by Commissioner Silva and second by Commissioner Knack the Commission accepted (4-0-3) the Rotary Club's proposal to: include beer from Golden State Brewery and craft beers from Horizon Beverage, select varieties and procure beer kegs, provide jockey boxes and serving equipment, set up and take down of a beer tent bar, and supply beer to each beer booth at the festival during the weekend. The Rotary Club volunteer team leaders will return in July to review the beer selection and discuss where Rotary Volunteers will be provided during the festival. Commissioner Blair will work with Recreation Manager Castro on the selection and procurement of wine to be served at the Festival.
  2. Poster Review—Recreation Manager Castro presented two distinct types of posters for the Commission to consider. The Commission provided direction to staff to include bold colors and reorganize the text of the poster. A new version of the poster will be presented to the Commission in May.
  3. Bands – The Commission reviewed the bands that performed on the main stage in 2016, and a variety of talent from different styles, and provided a recommended direction to staff.
- B. Guidelines for Non-Profit Organizations and Programs Applying to Receive A&W Funding. Staff Aide Saporito discussed the application process for non-profit groups to provide volunteers at the Art & Wine Festival and receive grant funds. On a motion by Commissioner Silva and seconded by Commissioner Blair, the Commission (4-0-3) recommended applications be sent to the same organizations who received grant funds from the 2016 Art & Wine Festival with the exception of the City's Wade Brummel Youth Sports Scholarship Program. 2017 Art & Wine grant funding application letters will be mailed in May; applications will be due in June; and applicants will be asked to present to the Commission in July to share their general operating budget, discuss how 2016 funding was used, and explain how the agency serves youth and seniors.
- C. Recommendation to Adopt Resolutions Declaring a Temporary Restriction & Control of Animals during upcoming City sponsored special events in City parks.
1. Silicon Valley BBQ Championships June 23 & 24, 2017, in Central Park
  2. All-City Picnic and July 4<sup>th</sup> Fireworks Show on July 4, 2017, in Central Park
  3. Art & Wine Festival on September 16 & 17, 2017, in Central Park
  4. Tree Lighting Event on Friday December 1, 2017, in Central Park

After discussion, on a motion by Commissioner Silva and second by Commissioner Blair, the Commission recommended (4-0-3) that Council adopt a resolution for 2017 to a) temporarily restrict and control animals during City sponsored special events and b) develop and adopt an ordinance to restrict and control animals within the designated event perimeter at all City sponsored special events held in City parks for the duration of each City event (except for service animals in compliance with Americans with Disabilities Act (ADA) title II & III).

6. Staff Reports (items taken out of order):

- A. Park Division & Cemetery Updates: (Deputy Director Seale's Parks Division report was presented by Recreation Manager Castro). Steve Carli Park Playground Replacement Project—Removal/demolition of the old playground is complete and the new surround wall has been framed; expected completion date is early summer. The San Tomas & Monroe Neighborhood Park and Community Garden--Construction specifications are being prepared for release in late Spring. Central Park Annex Park—The developer has received construction permits and the project will begin in May. The Parks Division replaced old park benches at Lick Mill Park. Several dangerous and non-native eucalyptus trees were removed of at Ulistac Natural Area and the irrigation system was repaired. The annual Wildflower Day was hosted by UNAREP at Ulistac on Saturday April 1, 2017. The SCUSD was considering the City proposal to maintain the Briarwood Majors Baseball Field. SCUSD will meet with the field user groups to discuss maintenance needs.
- B. Recreation Division Updates: Recreation Manager Castro announced the appointment of Recreation Division Aquatics Coordinator, Angelique Wilson whom started on April 10, 2017. Therapeutic Recreation has been rebuilding the programs and participation has increased. The Senior Center Computer Lab Upgrade will be complete in May. The City will initiate a Senior Needs Assessment in May to determine gaps in program and services for the 50+ population in Santa Clara. Registration is underway for all summer programs including a new program for teens called Santa Clara Serves. The Commission is invited to participate in Santa Clara Run 5K sponsored by the Youth Commission on April 30at Central Park. Current registration for the Jr. Giants summer program is underway; a special effort has been made to recruit children from low income families.
- C. Special Events Updates: The Easter Egg Hunt was a success on April 15<sup>th</sup> with a new Bunny Trail for children and families of special needs and 2 and under. The Easter-Pool-Ooza was also held on April 15 and enjoyed by over 50 families. Event planning is underway for the Silicon Valley BBQ Championships and 4<sup>th</sup> of July Picnic and Fireworks Extravaganza.

7. Commissioner Reports:

- A. Commissioner Walke: Visited Central Park and the Raymond G. Gamma Dog Park.

8. Conference & Attendance Reports: None.

9. Public Presentations: Kim Rodriguez presented the Commission with a request to accept a donation of a tree and memorial plaque to be located in Central Park in remembrance of her deceased husband. On a motion by Commissioner Silva and second by Commissioner Blair, the Commission recommended (4-0-3) that staff work with Mrs. Rodriguez to identify a location, appropriate tree species and appropriate plaque in accord with the City's Gift & Donation Policy.

Raymond Gamma provided the Commission with photos of dog parks in neighboring cities that have synthetic turf and requested that the Commission consider installation of synthetic turf at the Raymond G. Gamma Dog Park when the Reed and Grant Street Sports Park is renovated.

10. Adjournment: On a motion by Commissioner Silva and second by Commissioner Blair the meeting was adjourned (4-0-3) at 9:15 p.m.

Prepared by: \_\_\_\_\_  
Dale Seale  
Deputy Director of Parks & Recreation

Reviewed by: \_\_\_\_\_  
George Guerra  
Commission Secretary

Submitted by: \_\_\_\_\_  
James Teixeira  
Director of Parks & Recreation  
Commission Liaison