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AGENDA  
August 15, 2017  
7:00 P.M. REGULAR MEETING  
CAFETERIA

1. Call to Order/Roll Call/Order of Agenda
2. Approval of July 18, 2017, Meeting Minutes
3. Correspondence/Communications
4. New Business
  - A. Discuss Nomenclature for Reed & Grant Street Sports Park Building(s)
  - B. Discuss Possible Cancellation of September 19, 2017, Commission Meeting
  - C. Save the Date- Joint Dinner Meeting with City Council - January 9, 2018, at 5:00 p.m.
5. Old Business
  - A. Art & Wine Festival
    1. Discuss Volunteer Orientation for Pour & Sale
    2. Discuss Pilot Program for Electronic Purchases for Glass Sales
  - B. Commission 2017 Work Plan & Goals
    1. Complete a Facility Condition Assessment and Develop Project and Funding Priorities for Park Acquisition, Development & Rehabilitation (Commission Update)
    2. Review and Update Park Rules, Regulations, Ordinance(s) and Park Signs (Commission Review & Discussion)
    3. Parks & Athletic Fields— Improve Access, Supervision & Enforcement (Commission Update)
    4. Enhance Special Event —Local Focus, Activities & Cultural Commission Collaboration (Update)
6. Staff Reports
  - A. Park Projects & Cemetery Updates
  - B. Recreation Program Updates
  - C. Special Event Updates
7. Commissioner Reports
8. Conference Attendance Reports
9. Public Presentation
10. Adjourn—next regular meeting September 19, 2017, at 7:00 p.m., Cafeteria

## **Public Notice**

### ***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: 1. 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; 2. Crippling disaster which severely impairs public health, safety, or both, as determined by the majority of the Board, Commissions or Committee; or 3. 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.



**DRAFT Meeting Minutes  
July 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

**Matters For Council Action:** None

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 Commissioners Knaack and Silva (arrived after approval of minutes) (5-0-2) on a motion by Commissioner Blair and seconded by Commissioner Guerra.
2. Approval of Minutes: June 20, 2017: The Commission approved the March minutes (5-0-2) on a motion by Commissioner Guerra and seconded by Commissioner LaCoursiere.
3. Correspondence & Communications: Commission reviewed Council meeting items from past month.
  - A. "Parks Make Life Better" Proclamation: Chair Walke announced that July is Parks and Recreation Month. During July the National Recreation and Parks Association is challenging everyone to "get their play on" and use their local parks and recreation facilities.
4. New Business:
  - A. Selection of Commission Chair, Vice Chair and Secretary for FY2017-18. On a motion by Commissioner Silva and seconded by Commissioner Walke the Commission nominated and elected Commissioner LaCoursiere as Commission Chairperson and Commissioner Guerra as Vice Chair (5-0-2). On a motion by Commissioner Silva and seconded by Commissioner Guerra the Commission nominated and elected Commissioner Knaack as Secretary (5-0-2).
  - B. Presentation by SummerHill Homes on their Lawrence Station Area Public Parkland Design for Commission Review, Comment and Recommendation to Council. SummerHill Homes reviewed the conceptual design for their project on a portion of

the Lawrence Station Area. The Commission expressed concerns about the cohesiveness of the eight separate public park parcels; the need for additional public parking adjacent/near the parks, and the location of the public restroom. The Commission also asked SummerHill Homes to incorporate research based best practices that support the City's Parks and Recreation system-wide goals (health and fitness; inclusionary, sustainable, age-friendly designs; integrate and support natural park habitats). Chair Walke pointed out specific reference materials for SummerHill Homes' use that support the Commission's focus on: "Play" (promoting physical activity for children and adults that includes balancing, brachiating/bilateral upper body activities, climbing, swinging, sliding, spinning, running, free play/imagination); "Inclusion" (implementing the "Seven Principles of Inclusive Playground Design" and address developmental domains: social/emotional, physical, sensory, cognitive, and communicative); and, "Sustainability". SummerHill agreed to respond to the Commission comments at a future Commission meeting.

5. Old Business:

A. Art & Wine Festival Planning.

1. Discussion with Rotary Foundation Representatives about Beer Selection—After discussion with the Santa Clara Rotary Foundation, on a motion by Commissioner Silva and second by Commissioner Guerra (5-0-2), the Commission approved the selection of six (6) unique beers for service at the Beer Tent and the Pavilion booth, with two beers (Stella Artois and Shocktop) to be served at all beer booths.
2. Presentations by Non-Profit Organization Grant Applicants to Commission—The Commission reviewed presentations made by: Santa Clara Police Activities League (SCPAL); Wilcox High School PTSA; Santa Clara Senior Center Health & Wellness Program; Santa Clara Schools Foundation; Friends of Santa Clara Parks & Recreation; and Santa Clara High School PTSA. The Commission thanked the presenters for attending and presenting, responding to Commission questions and discussing their respective organization's service to the community.

B. Parks & Recreation Commission Annual Work Plan & Goals for 2017

1. Facility Condition Assessment—Kitchell/CEM Inc. is continuing to assess parks and facilities. The Department met with Kitchell/CEM Inc. to review the Lick Mill Park pilot condition assessment as an example to clarify how each park and facility should be assessed.
2. Park Rules & Regulations Ordinance/Signs—The Commission reviewed and approved the draft tennis court use rules. Signs will be installed in the upcoming months. The sub-committee is continuing to work on general park rules to be presented to the full Commission for consideration at a future meeting.
3. Parks & Athletic Fields Access—There was no discussion for this item.
4. Special Event Enhancement—There was no discussion for this item.

6. Staff Reports:

- A. Park Division & Cemetery Updates: Deputy Director Seale reviewed improvements being made at Washington Ball Park including new netting for the grandstands screen and new outfield fence wind screens. The water fountains at Civic Center Park have been repaired and are fully functional. The Department hosted a regional

professional training by PlayCore and California Parks and Recreation Society (CPRS) at Henry Schmidt Park Building on the topics of research based playground design.

- B. Recreation Division Updates: Recreation Manager Castro shared that tickets are nearly sold out for the Roberta Jones Junior Theater presentation of Disney's Lion King, Jr. on July 25-27, 2017. The Senior Needs Assessment survey closed July 14<sup>th</sup> with more than 720 respondents. Staff is working with the community non-profits to capture additional information and responses. Applied Survey Research will assist the Department in analyzing the data and producing the executive summary and final report. A presentation will be scheduled for winter.
- C. Special Events Updates: Santa Clara will be hosting the Palomino International World Series and the 2017 USA Swimming Futures Championship from August 3-6. The Department will also be supporting the Cultural Commission with the annual Street Dance special event on August 4.

7. Commissioner Reports:

- A. Commissioner Blair: Visited Henry Schmidt Park.
- B. Commissioner Guerra: Visited Mary Gomez Park and Steve Carli Park.
- C. Commissioner Martinez: Visited Raymond G. Gamma Dog Park, and attended the July 4<sup>th</sup> All City Picnic and Fireworks Extravaganza.
- D. Commissioner Silva: Attended the July 4<sup>th</sup> All City Picnic and Fireworks Extravaganza.
- E. Commissioner Walke: Visited Central Park.

8. Conference & Attendance Reports: None.

9. Public Presentations: a member of the public (Mr. Ricossa) asked the Commission to consider naming a new park or facility in honor of the late Councilmember Jerry Marsalli. The Commission outlined the process for naming a park facility in the City of Santa Clara and will place the item for discussion on the Commission agenda for October.

10. Adjournment: The meeting was adjourned (6-0-1) on a motion by Commissioner Guerra and second by Commissioner Walke at 9:48 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