



City of Santa Clara

Meeting Agenda

Parks & Recreation Commission

Tuesday, April 20, 2021

7:00 PM

Virtual Meeting

Pursuant to the provisions of California Governor's Executive Order N-29-20, issued on March 17, 2020, to prevent the spread of COVID-19, the City of Santa Clara has implemented methods for the public to participate remotely:

Via Zoom:

<https://santaclaraca.zoom.us/j/91316665755>

Meeting ID: 913 1666 5755 or

Phone: (669) 900-6833

The meeting set-up is in line with the recommendations of the COVID-19 White House Task Force, which notes no more than ten (10) people gathering. The Chair will be present for the meeting with the staff liaison and commissioners participating remotely.

CALL TO ORDER AND ROLL CALL

CONSENT CALENDAR

- 1.A 21-548** [Action on the Parks & Recreation Commission Minutes of the March 16, 2021 Meeting](#)

Recommendation: Approve the Parks & Recreation Commission Minutes of the March 16, 2021 Meeting

PUBLIC PRESENTATIONS

GENERAL BUSINESS

- 2. 21-549** [Parks & Recreation Commission Work Plan Goals for FY 2020/21](#)

Recommendation: Continue progress on Parks & Recreation Commission Work Plan Goals for FY 2020/21 and appoint subcommittee(s) as needed.

STAFF REPORT

COMMISSIONERS REPORT

ADJOURNMENT

The next meeting will be held on Tuesday, May 18, 2021.

The time limit within which to commence any lawsuit or legal challenge to any quasi-adjudicative decision made by the City is governed by Section 1094.6 of the Code of Civil Procedure, unless a shorter limitation period is specified by any other provision. Under Section 1094.6, any lawsuit or legal challenge to any quasi-adjudicative decision made by the City must be filed no later than the 90th day following the date on which such decision becomes final. Any lawsuit or legal challenge, which is not filed within that 90-day period, will be barred. If a person wishes to challenge the nature of the above section in court, they may be limited to raising only those issues they or someone else raised at the meeting described in this notice, or in written correspondence delivered to the City of Santa Clara, at or prior to the meeting. In addition, judicial challenge may be limited or barred where the interested party has not sought and exhausted all available administrative remedies.

If a member of the public submits a speaker card for any agenda items, their name will appear in the Minutes. If no speaker card is submitted, the Minutes will reflect "Public Speaker."

In accordance with the requirements of Title II of the Americans with Disabilities Act of 1990 ("ADA"), the City of Santa Clara will not discriminate against qualified individuals with disabilities on the basis of disability in its services, programs, or activities, and will ensure that all existing facilities will be made accessible to the maximum extent feasible. The City of Santa Clara will generally, upon request, provide appropriate aids and services leading to effective communication for qualified persons with disabilities including those with speech, hearing, or vision impairments so they can participate equally in the City's programs, services, and activities. The City of Santa Clara will make all reasonable modifications to policies and programs to ensure that people with disabilities have an equal opportunity to enjoy all of its programs, services, and activities.

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City of Santa Clara

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Santa Clara, CA 95050
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@SantaClaraCity

Agenda Report

21-548

Agenda Date: 4/20/2021

REPORT TO PARKS & RECREATION COMMISSION

SUBJECT

Action on the Parks & Recreation Commission Minutes of the March 16, 2021 Meeting

RECOMMENDATION

Approve the Parks & Recreation Commission Minutes of the March 16, 2021 Meeting

Prepared by: Dale Seale, Deputy Director of Parks & Recreation

Approved by: James Teixeira, Director of Parks & Recreation

ATTACHMENTS

1. Draft - Parks & Recreation Commission Minutes of the March 16, 2021 Meeting



City of Santa Clara

Meeting Minutes

Parks & Recreation Commission

03/16/2021

7:00 PM

Virtual Meeting

Pursuant to the provisions of California Governor's Executive Order N-29-20, issued on March 17, 2020, to prevent the spread of COVID-19, the City of Santa Clara has implemented methods for the public to participate remotely:

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CALL TO ORDER AND ROLL CALL

Vice-Chair Forte called the meeting to order at 7:02 PM.

Present 5 - Commissioner Andrew Knaack, Commissioner George Guerra, Commissioner Burt Field, Vice Chair Eversley Forte, and Commissioner Derreck Carter-House

Absent 2 - Chair Joe Martinez, and Commissioner Kelly Gonzalez

A motion was made by Commissioner Carter-House, seconded by Commissioner Guerra to excuse Chair Martinez and Commissioner Gonzalez.

Aye: 5 - Commissioner Knaack, Commissioner Guerra, Commissioner Field, Vice Chair Forte, and Commissioner Carter-House

Excused: 2 - Chair Martinez, and Commissioner Gonzalez

CONSENT CALENDAR

- 1.A [21-356](#) Action on the Parks & Recreation Commission Minutes of the February 16, 2021 Meeting

Recommendation: Approve the Parks & Recreation Commission Minutes of the February 16, 2021 Meeting

A motion was made by Commissioner Field, seconded by Commissioner Guerra to approve the minutes as amended.

Aye: 5 - Commissioner Knaack, Commissioner Guerra, Commissioner Field, Vice Chair Forte, and Commissioner Carter-House

Excused: 2 - Chair Martinez, and Commissioner Gonzalez

PUBLIC PRESENTATIONS

GENERAL BUSINESS

2. [21-363](#) Informational Presentation and Overview of Relevant Provisions of the Brown Act

Recommendation: This is an informational report, no action is to be taken by the Commission.

Assistant City Attorney Elizabeth Klotz lead a discussion and presentation on the Brown Act.

Commissioner Gonzalez joined the meeting at 7:19 PM.

3. [21-357](#) Parks & Recreation Commission Work Plan Goals for FY 2020/21

Recommendation: Continue progress on Parks & Recreation Commission Work Plan Goals for FY 2020/21 and appoint subcommittee(s) as needed.

On March 16, the Commission noted progress on Work Plan Goal B through the design phase for both the Fairway Glen Park restroom, and Magical Bridge All-inclusive Playground in Central Park. The Commission discussed the potential need to form subcommittees to meet on Work Plan Goal C, Host the annual Santa Clara Art & Wine Festival. The subcommittee for Work Plan Goal D is planning to meet in April regarding potential usage of the proposed 30+ acre community park site.

STAFF REPORT

Deputy Director Seale provided an update on the Montague Park Rehabilitation Project which is being prepared for construction bid. Parks & Recreation and Public Works will be reviewing the Westwood Oaks proposals for landscape architecture firms for the design phase of the playground rehabilitation project. Construction at the Lawrence Station parks is continuing at the community center building, community garden, and playground areas. The contractor at Raymond G. Gamma Dog Park will be installing the synthetic turf in the coming weeks. The Magical Bridge All-inclusive playground is in the design phase. The Department is working on the design for the grant funded Bowers Park nature loop. The Fairway Glen Park Restroom Project is continuing with the design phase. The new Jerry Marsalli Community Center sign has been installed at Reed & Grant Sports Park. Athletic fields are ready for programming. The Parks Division has two new certified arborists for a total of four International Society of Arboriculture Certified Arborists in the Department. The Department continues progress on smart park technology through the beginning stages of centralized irrigation control and WiFi connectivity in collaboration with the IT Department particularly with rehabilitation and new park projects.

Recreation Manager Castro: Many recreation programs have been offered virtually, and in an effort to get families out into parks while adhering to current health and safety protocols, the Recreation Division launched "Lucky the Leprechaun" for kids to visit parks and take fun pictures with Lucky, in addition to "Eggsplore" which encourages kids to visit a series of eight parks to a scavenger hunt for large painted eggs prepared by the Youth Commission. The Wellness Fair will be in May using an online conference format, along with short session wellness classes such as mindfulness, exercise, yoga, sit and be fit, etc. The Recreation Division is currently conducting registration for the spring session with online classes and some in-person classes starting the first week of April. The Cultural Commission will be showcasing 25 sculptures from various local artists in a video format. The Cultural Commission will be launching a survivor's art piece about what the Covid-19 pandemic has meant using a variety of media, including spoken word, video, painting, photos, etc. in addition to launching an initiative to paint another set of utility boxes.

COMMISSIONERS REPORT

Commissioner Carter-House: Would like to have the subcommittee for the proposed 30+ acre community park meet again in the coming weeks to discuss potential use of the park site prior to having major improvements made.

Commissioner Field: Expressed he had not visited parks within the past month and was focused on soccer field availability.

Commissioner Gonzalez: Visited Reed & Grant Sports Park where her daughter started the soccer season. She noted the flow of traffic is working well in spite the heavy use of the facility. Visited Central Park and worked out along the park loop and exercise trail. Looking forward to the improvements in Central Park. She also visited Henry Schmidt Park.

Commissioner Guerra: Visited Central Park to take a nice walk through the park.

Commissioner Knaack: Visited Fremont Park.

Vice-Chair Forte: Worked out at Eddie Souza Park. On March 17, he will be touring the Eddie Souza community garden for home composting, the honey bee and native bee housing demo, etc. He encouraged other commissioners to visit and tour the community garden.

ADJOURNMENT

A motion was made by Commissioner Guerra, seconded by Commissioner Knaack to adjourn the meeting at 7:50 PM until the regularly scheduled meeting at 7:00 PM on Tuesday, April 20, 2021.

Aye: 6 - Commissioner Knaack, Commissioner Guerra, Commissioner Field , Vice Chair Forte, Commissioner Carter-House, and Commissioner Gonzalez

Excused: 1 - Chair Martinez

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Agenda Report

21-549

Agenda Date: 4/20/2021

REPORT TO PARKS & RECREATION COMMISSION

SUBJECT

Parks & Recreation Commission Work Plan Goals for FY 2020/21

BACKGROUND

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.

At the September 15, 2020 meeting, the Commission considered their prior progress on Work Plan Goals for Fiscal Year 2019/20. Due to the effects on the pandemic on the Commission meetings and events, the Commission determined to continue the prior year's Goals for Fiscal Year 2020/21.

- a) Inform the community about parks and recreation infrastructure conditions and provide leadership and advocacy for any potential new funding strategies;
- b) Review and provide input on existing City park rehabilitation projects and proposed park projects to serve new residential development;
- c) Host the annual Santa Clara Art & Wine Festival; and,
- d) Provide leadership and guidance for community input and outreach on the proposed 30+/- acre Community Park on a former SCG&TC City owned parcel.

At subsequent meetings, the Commission will discuss the Work Plan, make subcommittee assignments as necessary, and work toward goal completion.

DISCUSSION

On October 20, 2020, the Commission received an update on Work Plan "Goal D" following the subcommittee's visit to the 30+ acre undeveloped park site. Commissioners noted the topography of the site, panoramic views of the South Bay, and the potential for perimeter slopes of the site to include unique recreation activities. The Commission also discussed having extensive public engagement and community outreach to during conceptual design development.

At the November 2020 meeting, the Commission did not discuss the Work Plan due time devoted to other Commission business.

In December 2020, the Commission did not meet.

On January 19, 2021, the Commission discussed the State of California Proposition 68 Competitive Grant Program and potential for a project proposal for Machado Park expansion and renovation (Goal A). The Commission reviewed Council approval of their recommendations for the Fairway Glen Park restroom and the Magical Bridge All-inclusive Playground schematic designs (Goal B). The

Commission received a report that staff has an on-call list of professional design firms to assist with public input, community outreach, schematic design, once the Related of Santa Clara provides funding under the Development Agreement for design and engineering of the Community Park (Goal D).

On February 16, 2021 the Commission noted progress on Work Plan Goal A by discussing and recommending action prioritization of the Henry Schmidt Park playground rehabilitation and on the EPA Water Quality Improvement Fund Grant for the future improvement of the Bowers Park parking lot. Progress on Work Plan Goal B is noted through progress taking place on the design of Fairway Glen Park restroom and Magical Bridge All-inclusive Playground in Central Park. Director Teixeira provided information and guidance for the Commission regarding Work Plan Goal C, Host the annual Santa Clara Art & Wine Festival, which is about six months away. Taking into consideration how Santa Clara County is progressing through the State's Blueprint for a Safer Economy tiers, the upcoming Art & Wine Festival may be very different from past events considering the COVID-19 pandemic and any implementation of health and safety protocols. Over the next few months staff review what can be done including hosting a smaller event.

On March 16, 2021 the Commission noted progress on Work Plan Goal B through the design phase for both the Fairway Glen Park restroom, and Magical Bridge All-inclusive Playground in Central Park. The Commission discussed the potential need to form subcommittees to meet on Work Plan Goal C, Host the annual Santa Clara Art & Wine Festival. The subcommittee for Work Plan Goal D is planning to meet in April regarding potential usage of the proposed 30+ acre community park site.

At the April 20, 2021 Regular Meeting, the Commission will discuss activities that may support Work Plan Goals.

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 Parks & 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 <<mailto:clerk@santaclaraca.gov>> or at the public information desk at any City of Santa Clara public library.

RECOMMENDATION

Continue progress on Parks & Recreation Commission Work Plan Goals for FY 2020/21 and appoint subcommittee(s) as needed.

Reviewed by: Dale Seale, Deputy Parks & Recreation Director

Approved by: James Teixeira, Director of Parks & Recreation

