



# City of Santa Clara

## Meeting Agenda

### Parks & Recreation Commission

---

**Tuesday, August 17, 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 21-1021** [Action on the Parks & Recreation Commission Minutes of the July 20, 2021 Meeting](#)

**Recommendation:** Approve the Parks & Recreation Commission Minutes of the July 20, 2021 Meeting

#### **PUBLIC PRESENTATIONS**

#### **GENERAL BUSINESS**

- 2. 21-1124** [Recommend Nominee\(s\) for Consideration as the "Honorary Holiday Tree Lighter 2021" for the Annual Holiday Tree Lighting Ceremony on Friday, December 3, 2021.](#)

**Recommendation:** Recommend a nominee, or nominees to the Mayor for consideration as "Honorary Holiday Tree Lighter 2021."

3. 21-1022 [Parks & Recreation Commission Work Plan Goals for FY2021/22](#)

**Recommendation:** Continue progress on Parks & Recreation Commission Work Plan Goals for FY 2021/22 and appoint subcommittee(s) as needed.

**STAFF REPORT**

**COMMISSIONERS REPORT**

**ADJOURNMENT**

*The next meeting will be on Tuesday, September 21, 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.

Agendas and other written materials distributed during a public meeting that are public record will be made available by the City in an appropriate alternative format. Contact the City Clerk's Office at 1 408-615-2220 with your request for an alternative format copy of the agenda or other written materials.

Individuals who require an auxiliary aid or service for effective communication, or any other disability-related modification of policies or procedures, or other accommodation, in order to participate in a program, service, or activity of the City of Santa Clara, should contact the City's ADA Coordinator at 408-615-3000 as soon as possible but no later than 48 hours before the scheduled event.



# City of Santa Clara

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

## Agenda Report

---

21-1021

Agenda Date: 8/17/2021

---

### **REPORT TO PARKS & RECREATION COMMISSION**

#### **SUBJECT**

Action on the Parks & Recreation Commission Minutes of the July 20, 2021 Meeting

#### **RECOMMENDATION**

Approve the Parks & Recreation Commission Minutes of the July 20, 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 July 20, 2021 Meeting



# City of Santa Clara

## Meeting Minutes

### Parks & Recreation Commission

07/20/2021

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**

**Chair Martinez called the Parks & Recreation Commission Meeting to order at 7:02 PM.**

**Present** 7 - Commissioner Andrew Knaack, Chair Joe Martinez, Commissioner Dana Caldwell, Commissioner Burt Field, Commissioner Sajid Hai, Vice Chair Eversley Forte, and Commissioner Kelly Gonzalez

#### **CONSENT CALENDAR**

**1.A** [21-948](#) Action on the Parks & Recreation Commission Minutes of the June 15, 2021 Meeting

**Recommendation:** Approve the Parks & Recreation Commission Minutes of the June 15, 2021 Meeting

**Commissioner Forte made a motion, seconded by Commissioner Knaack, to approve the Minutes of the June 15, 2021 Meeting.**

**Aye:** 5 - Commissioner Knaack, Chair Martinez, Commissioner Caldwell, Vice Chair Forte, and Commissioner Gonzalez

**Abstained:** 2 - Commissioner Field , and Commissioner Hai

### **PUBLIC PRESENTATIONS**

None.

### **GENERAL BUSINESS**

2. [21-921](#) Parks & Recreation Commission Election of Chair and Vice Chair

**Recommendation:** Nominate and select a Chairperson and Vice Chairperson for the Parks & Recreation Commission for the FY2021/22 term.

**Commissioner Knaack made a motion, seconded by Commissioner Hai, to nominate Commissioner Forte as the Chair of the Parks & Recreation Commission.**

**Aye:** 7 - Commissioner Knaack, Chair Martinez, Commissioner Caldwell, Commissioner Field , Commissioner Hai, Vice Chair Forte, and Commissioner Gonzalez

**Commissioner Forte made a motion, seconded by Commissioner Caldwell, to nominate Commissioner Field as the Vice-Chair of the Parks & Recreation Commission.**

**Aye:** 7 - Commissioner Knaack, Chair Martinez, Commissioner Caldwell, Commissioner Field , Commissioner Hai, Vice Chair Forte, and Commissioner Gonzalez

3. [21-981](#) Additional Community Input on the Schematic Design of the New Public Neighborhood Park Located at 1205 Coleman Avenue (Gateway Crossings)

**Recommendation:** Provide input for the Schematic Design for the New Public Neighborhood Park located at 1205 Coleman Avenue.

The Commission received additional community input and recorded comments.

4. [21-477](#) Consideration of the proposed Schematic Design for the New Public Neighborhood Park located at 3905 Freedom Circle (Greystar Development)

**Recommendation:** Recommend that City Council approve the proposed Schematic Design for the New Public Neighborhood Park located at 3905 Freedom Circle.

**Commissioner Caldwell made a motion, seconded by Commissioner Gonzalez to recommend the continuation of this item to the September Parks & Recreation Commission Meeting to give an opportunity for additional community input, inclusive of survey and the community event in August (Celebrate Santa Clara – August 21, 2021).**

**Aye:** 7 - Commissioner Knaack, Chair Martinez, Commissioner Caldwell, Commissioner Field, Commissioner Hai, Vice Chair Forte, and Commissioner Gonzalez

5. [21-949](#) Recommend Parks & Recreation Commission Work Plan Goals for FY2021/22

**Recommendation:** Recommend the Parks & Recreation Commission Work Plan Goals and activities for FY2021/22 and appoint subcommittee members.

**Commissioner Forte made a motion, seconded by Commissioner Field to recommend approval of the Work Plan Goals for FY2021/22.**

**Aye:** 7 - Commissioner Knaack, Chair Martinez, Commissioner Caldwell, Commissioner Field, Commissioner Hai, Vice Chair Forte, and Commissioner Gonzalez

**Commissioner Forte made a motion, seconded by Commissioner Knaack, to recommend establishment of a subcommittee for Work Plan Goal D with Commissioner Caldwell, Commissioner Gonzalez, and Commissioner Hai.**

**Aye:** 7 - Commissioner Knaack, Chair Martinez, Commissioner Caldwell, Commissioner Field, Commissioner Hai, Vice Chair Forte, and Commissioner Gonzalez

**STAFF REPORT**

**Deputy Director Seale** provided an update regarding park projects. Westwood Oaks Park is in the Design Phase as the Department partners with the Public Works Department Design Team. Montague Park Rehabilitation Project will soon go out to bid, and will include smart parks components. The City Plaza Park Gazebo Project is moving into the design phase. The Fairway Glen Restroom Project is continuing through the design phase. The Central Park Arbor Project with the renovation of the picnic areas and additional tree planting was completed and open for the 4th of July weekend. The Parks Division is being mindful of drought conditions and taking measures in terms of water usage and irrigation by reducing irrigation output by 15-20% to ensure savings through the entire parks system.

Deputy Director Seale added information regarding the Pruneridge Community Outreach July 22 and July 24 by the Traffic Division. Sign-up at [www.SantaClaraCA.gov/PruneridgeAvePlan](http://www.SantaClaraCA.gov/PruneridgeAvePlan) <<http://www.SantaClaraCA.gov/PruneridgeAvePlan>>.

**Recreation Manager Castro** provided an update on recreation programs including the upcoming special event. Celebrate Santa Clara will be held on August 21, 2021 from 1-5 PM in Central Park. The headliner group will be The Houserockers. They performed for several years at the Street Dance. There will also be craft vendors, activities for kids, and community food groups and food trucks. Separate booth spaces will be provided for continued community input with the respective design teams for the new park at 1205 Coleman Avenue in Gateway Crossings, and the new park at 3905 Freedom Circle in the Greystar Development with assistance from a subcommittee from the Commission if commissioners are available. The Department is in communications with a non-profit organization to secure the alcohol permit for Celebrate Santa Clara. More information will be released as we know more and specifics are confirmed. Free parking will be available for the special event at the Pavilion Parking Lot and parking at Fatjo Field will be available at \$5 per vehicle.



**COMMISSIONERS REPORT**

**Commissioner Caldwell:** Visited Reed & Grant Sports Park and Raymond G. Gamma Dog Park. Happy to know that the community center at Reed & Grant Sports Park is named the Jerry Marsalli Community Center.

**Commissioner Hai:** Visited Baylands Park (Sunnyvale).

**Commissioner Field:** Visited Raymond G. Gamma Dog Park for the opening, and Reed & Grant Sports Park. Santa Clara has the best of the best in youth sports park facilities such as Youth Soccer Park, Reed & Grant Sports Park, etc.

**Commissioner Forte:** Visited Reed & Grant Sports Park and did a work-out in the playground area.

**Commissioner Gonzalez:** Visited Ulistac Natural Area and went on the trails. Also visited Reed & Grant Sports Park and would like to see parks facilities and sites promoted even more.

**Commissioner Knaack:** Attended the Raymond G. Gamma Dog Park opening and visited Marsalli Park, Fremont Park, City Plaza Park, War Memorial Park, Steve Carli Park, Henry Schmidt Park, Civic Center Park, Raymond G. Gamma Dog Park, Rotary Park, Reed & Grant Sports Park, and Geof Goodfellow Sesquicentennial Park.

**Commissioner Martinez:** Attended the Raymond G. Gamma Dog Park Grand Opening event and has visited the park many times recently.

**ADJOURNMENT**

**Commissioner Gonzalez made a motion, seconded by Commissioner Caldwell, to adjourn the meeting until the next regularly held Parks & Recreation Commission meeting at 7:00 PM on Tuesday, August 17, 2021.**

**Aye:** 7 - Commissioner Knaack, Chair Martinez, Commissioner Caldwell, Commissioner Field, Commissioner Hai, Vice Chair Forte, and Commissioner Gonzalez

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.

Agendas and other written materials distributed during a public meeting that are public record will be made available by the City in an appropriate alternative format. Contact the City Clerk's Office at 1 408-615-2220 with your request for an alternative format copy of the agenda or other written materials.

Individuals who require an auxiliary aid or service for effective communication, or any other disability-related modification of policies or procedures, or other accommodation, in order to participate in a program, service, or activity of the City of Santa Clara, should contact the City's ADA Coordinator at 408-615-3000 as soon as possible but no later than 48 hours before the scheduled event.



## Agenda Report

21-1124

Agenda Date: 8/17/2021

### REPORT TO PARKS & RECREATION COMMISSION

#### SUBJECT

Recommend Nominee(s) for Consideration as the “Honorary Holiday Tree Lighter 2021” for the Annual Holiday Tree Lighting Ceremony on Friday, December 3, 2021.

#### BACKGROUND

The Santa Clara Holiday Tree Lighting Ceremony is held annually in Central Park on the first Friday (evening) in December. This Santa Clara tradition is over 100 years old. In recent years the festivities have included a decorated “live” holiday tree with heirloom Teddy Bear, colorful lights, live stage music and entertainment, dancing, children’s and family activities, a seasonal ice skating rink, community information and non-profit food booths, fireworks display, and a Mayoral Proclamation recognizing an honorary “Holiday Tree Lighter.” The Holiday Tree Lighter is a Santa Clara individual, family or business that embodies the meaning of community service, generosity, and the heartfelt positive spirit of the holiday season.

Due to continued effects of the COVID19 global pandemic and expected Federal CDC, State and County health and safety guidelines, the City will be scaling back the 2021 celebration to meet the health restrictions and budget limitations. The honorary “Holiday Tree Lighter” and Mayor Proclamation is one aspect of the event that can continue with minor modifications.

#### DISCUSSION

The Commission will discuss a nominee, or nominees, to recommend to the Mayor for consideration as the “Honorary Holiday Tree Lighter 2021.” A list of recent holiday tree lighters is provided in Attachment 1.

#### 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, e-mail [clerk@santaclaraca.gov](mailto:clerk@santaclaraca.gov) or at the public information desk at any City of Santa Clara public library.

**RECOMMENDATION**

Recommend a nominee, or nominees to the Mayor for consideration as "Honorary Holiday Tree Lighter 2021."

Reviewed by: Dale Seale, Deputy Parks & Recreation Director

Approved by: James Teixeira, Director of Parks & Recreation

**ATTACHMENTS**

1. Holiday Tree Lighters List

**Holiday Tree Lighter List  
2008 to 2020  
City of Santa Clara**

2008

Tillie Goldsberry, and Ann Tacchino

2009

Vern Deto

2010

Mayor Mahan

2011

Dixon Hillis Family

2012

Jennifer Sparacino

2013

Tom Goodson

2014

Raymond Gamma

2015

Kaiser Permanente

2016

Jerry Marsalli

2017

George Santich

2018

Chuck Blair; and Craig and Linda Connelly

2019

Bill Shaddle

2020

Kaiser Permanente Intensive Care Unit Workers



## Agenda Report

21-1022

Agenda Date: 8/17/2021

### REPORT TO PARKS & RECREATION COMMISSION

#### SUBJECT

Parks & Recreation Commission Work Plan Goals for FY2021/22

#### 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 subsequent meetings, the Commission will discuss the Work Plan and make subcommittee assignments as necessary. Members then work toward goal completion and provide updates at the regular Commission meetings.

The Commission Goals for Fiscal Year 2020/21 included:

- A. Inform the community about parks and recreation infrastructure conditions and provide leadership and advocacy for funding parks' renewal, replacement and expansion projects;
- B. Review and elicit community input on existing City parks' rehabilitation projects and review and recommend proposed new parks 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 at the former SCG&TC.

#### DISCUSSION

The Commission will hear any public input, develop activities in support of the Goals, make subcommittee assignments, establish a schedule of periodic updates for the regular monthly meetings. It is expected that Commissioners will work toward Goal completion between regular meetings and provide periodic updates to City Council during the year.

At the July 20, 2021 meeting the Commission reviewed the Work Plan Goals for FY2020/21 and recommended approval of the Work Plan Goals for FY2021/22.

The Work Plan Goals for FY2021/22 include:

- Goal A: Review park site and facility condition assessments (Kitchell Report 2018) and recommend priority of community needs given levels of service and available resources. There are approximately \$100M to \$150M worth of aged infrastructure requiring renewal, replacement, and potential expansion to meet the City's current level of service needs.

- Goal B: 1) Review and elicit community input on the existing City parks' rehabilitation projects based on the currently approved/funded Capital Improvement Program Budget and schedule; and, 2) review developer proposed schematic designs for new neighborhood parks to serve new residential development as completed project applications are submitted.
- Goal C: Host and develop recommendations for improving the annual Art & Wine Festival (based on budget, 40<sup>th</sup> annual will return in September 2022); and participate in Citywide Special events.
- Goal D: Develop Community Park North community input process and stakeholders list. Conduct community outreach and input process with City staff and consultant. (Goal is contingent upon the Related Project's application phasing and \$500K for outreach, design and engineering.)

On July 20, 2021 the Commission approved the creation of a subcommittee for Goal D. The subcommittee consists of Commissioners Caldwell, Gonzalez, and Hai.

At the August 17, 2021 Regular Meeting, the Commission will discuss activities that 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) <<mailto:clerk@santaclaraca.gov>>.

### **RECOMMENDATION**

Continue progress on Parks & Recreation Commission Work Plan Goals for FY 2021/22 and appoint subcommittee(s) as needed.

Reviewed by: Dale Seale, Deputy Parks & Recreation Director

Approved by: James Teixeira, Director of Parks & Recreation