



City of Santa Clara

Meeting Minutes

Parks & Recreation Commission

05/21/2024

7:00 PM

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

Commissioner Brittany Ricketts will be participating from the following remote location:
Club Wyndham Resort, Club Wyndham Royal Sea Cliff
75-6040 Alii Drive, Kailua-Kona, HI 96740

The City of Santa Clara is conducting the Parks & Recreation Commission meeting in a hybrid manner (in-person and a method for the public to participate remotely).

Via Zoom:

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

Meeting ID: 913 1666 5755

Or join by phone: 669-900-6833

CALL TO ORDER AND ROLL CALL

Chair Caldwell called the meeting into order at 7:03 PM.

Present 6 - Chair Dana Caldwell, Commissioner Maureen Chu, Commissioner Eversley Forte, Commissioner Kelly Cox, Vice Chair Sajid Hai, and Commissioner Vikas Gupta

Absent 1 - Commissioner Brittany Ricketts
Commissioner Brittany Ricketts was absent from the Parks & Recreation Commission meeting, and was unable to participate from the remote location due to unforeseen changes to her scheduled travel arrangements.

Commissioner Hai made a motion, seconded by Commissioner Chu to excuse Commissioner Ricketts.

Aye: 6 - Chair Caldwell, Commissioner Chu, Commissioner Forte, Commissioner Cox, Vice Chair Hai, and Commissioner Gupta

Absent: 1 - Commissioner Ricketts

CONSENT CALENDAR

1. [24-447](#) Action on the Parks & Recreation Commission Minutes of the April 16, 2024 Meeting

Recommendation: Approve the Parks & Recreation Commission Minutes of the April 16, 2024 Meeting.

Commissioner Chu made a motion, seconded by Commissioner Gupta to approve the minutes of the April 16, 2024 Parks & Recreation Commission Meeting.

Aye: 6 - Chair Caldwell, Commissioner Chu, Commissioner Forte, Commissioner Cox, Vice Chair Hai, and Commissioner Gupta

Excused: 1 - Commissioner Ricketts

PUBLIC PRESENTATIONS

None.

GENERAL BUSINESS

2. [24-502](#) Action on Applications from Non-Profit Organizations Serving Youth or Seniors in Santa Clara to Provide Volunteer Support at the 2024 Art & Wine Festival

Recommendation: It is recommended that the Commission receive the presentations, consider the proposals, and provide a recommendation to staff on the eligibility of the applicants to provide the required services.

Commissioner Chu made a motion, seconded by Commissioner Hai that the four (4) applicants, Santa Clara Schools Foundation, Santa Clara Police Activities League, Santa Clara Parade of Champions, and the Santa Clara High School PTSA be selected as the non-profit organizations to support the 2024 Art & Wine Festival.

Aye: 6 - Chair Caldwell, Commissioner Chu, Commissioner Forte, Commissioner Cox, Vice Chair Hai, and Commissioner Gupta

Excused: 1 - Commissioner Ricketts

3. [24-529](#) Review of the Proposed FY 2024/25 & FY 2025/26 Biennial Capital Improvement Program Budget

Recommendation: It is recommended that the Commission:

1. Provide feedback, as deemed appropriate, as it relates to projects under the purview of the Department of Parks & Recreation; and
2. Note and file the report.

The Commission received the report, noted that prioritized parks projects are moving forward with proposed funding of the design phase. The Commission is now aware of the level of capital needs for parks projects in the context of citywide unfunded capital needs.

Commissioner Chu made a motion, seconded by Commissioner Gupta to note and file the report.

Aye: 6 - Chair Caldwell, Commissioner Chu, Commissioner Forte, Commissioner Cox, Vice Chair Hai, and Commissioner Gupta

Excused: 1 - Commissioner Ricketts

4. [24-469](#) Status Update on the Progress Made on the FY2023/24 Parks & Recreation Commission's Work Plan Goals

Recommendation:

1. Review the FY2023/24 Commission Workplan and identify any proposed edits that may be desired.
2. Note and file the updates from the Subcommittees.

Goal A: Review park site and facility condition assessments and recommend priorities given existing and anticipated service levels and available resources.

A: The Commission received the respective QR Codes to access the visitation forms electronically for special events, parks, and aquatic facilities. Commissioners were able to access the forms from their smart phones and are eager to evaluate park visits, special events and aquatic facilities.

Goal B: 1) Review and solicit community input on the existing City park rehabilitation projects based on the current Capital Improvement Program (CIP) budget and schedule; and 2) Review residential developer proposed schematic designs for new neighborhood parks that serve new residential development.

B1: No update.

B2: No update.

Goal C: 1) Host and develop recommendations for the annual Santa Clara Art & Wine Festival 2024; and 2) Participate in Citywide special events.

C1: No update.

C2: No update.

Goal D: Partner with one other City commission to build/expand on at least one existing Parks & Recreation event by adding an extra element for patrons to interact with during the event.

D: No update.

Goal E: Participate in the Parks & Recreation Master Plan process.

E: The Parks & Recreation Department will be initiating the

community outreach for the Parks & Recreation Master Plan at the June 18, 2024 regular meeting with the design consultant, WRT Design.

Goal F: Consider the annual budget of the Parks & Recreation Department during the budget preparation process and make recommendations with respect thereto to the City Manager and City Council.

F: The Commission received and reviewed the City's Capital Improvement Program (CIP) Budget that was published on May 1, 2024. Staff presented the CIP Budget with special focus on parks and recreation related projects, and in the context of citywide unfunded capital needs. The Commission voted to note and file the report.

Commissioner Cox made a motion, seconded by Commissioner Hai to update the Measurable Objectives for FY 2023/24 Work Plan Goals to indicate wherever a percentage of the Commission is stated, it should reflect 100% Commission participation, and commissioner site visits should reflect at least one (1) visit per month.

Aye: 6 - Chair Caldwell, Commissioner Chu, Commissioner Forte, Commissioner Cox, Vice Chair Hai, and Commissioner Gupta

Excused: 1 - Commissioner Ricketts

STAFF REPORT**Assistant City Manager Bojorquez:**

The 4th of July event is a partnership with Mission College, Great America, and Silicon Valley Power. She acknowledged staff has done an amazing job in preparing for the event on a short timeline.

The City is continuing to meet with aquatic user groups, while working on options for the aquatic facilities since the ISC was closed. The City is looking at various cost options. When those options are brought forward, staff encourages all commissioners to attend the meeting(s) to become familiar with the options, and to help communicate the needs and priorities of the community.

The ballot measure item will be going to Council on July 9th and July 16th. Those will be key dates when Council will decide on the actual language that will go on the ballot measure.

The Montague Park Ribbon-Cutting Event will be on Wednesday, May 22, 2024 at 2:00 PM. The ribbon cutting for Westwood Oaks Park is expected in July, and the Magical Bridge All-Inclusive Playground ribbon cutting is expected in August.

Next month, the Commission will receive a presentation about the Parks Master Plan, which will provide another opportunity for the Commission to engage with the community and advocate for parks.

Youth Sports Field User Group meeting will be scheduled soon and continue dialogue about field use interests.

July is Parks & Recreation Month.

Deputy Parks Director Seale:

Last month, the City had a community meeting at Lawrence Station Area parks. Seven of the eight parks in the area have been transferred and accepted by the City. There were a lot of questions about the dog park and park rules. Over 60 residents attended. The community expressed concerns about noise impacts on neighbors who live immediately adjacent to the dog park. The dog park opened the week of May 13. The hours of operation start at 7:00 AM, with closure at 1/2 hour after sunset. There is signage at both areas of the dog park stating the hours of operation, and to be considerate of neighbors regarding noise levels. The community is also providing feedback through the My Santa Clara app. All park patrons and Commissioners are encouraged to use the My Santa Clara app to report maintenance items in the City. The City is monitoring feedback from the community regarding the usage of the park, and will keep the Commission informed over the next few months.

Safety remediation work is ongoing at the International Swim Center. The current focus is on removing potential falling debris from the canopy above the grandstands. Contractors are expected to complete mitigation work at the end of the month as planned.

Recreation Manager Castro

The 4th of July Celebration at Mission College will have 12 food trucks, and lawn games for the community. Activities and entertainment include: Mustache Harbor, and Yacht Rock headliner David Martin's House Party Band. The Santa Clara Vanguard and the Santa Clara Dance Team will be performing, and there will be a welcome/flag ceremony. The Parks & Recreation Commission will be invited on stage at 5:15 PM. Mission College has offered free parking on campus for the community.

The Health & Wellness Fair was held on Friday, May 17 at the Senior Center. Approximately 300-400 people attended. Seniors received valuable information about resources, staying fit, and aging in place.

Dance Recital: About 400 dancers performed in over six different shows, and an audience of 200+ attended each show.

Recreation Swim and summer programs will start soon.

Fun Facts: (1)The Youth Pass is available for the academic school year for \$35/year, which allows for access to the Skate Park, and access to free activities at the Teen Center, and Recreation Swim; and (2) The Senior Premium Pass includes access to the fitness center at the Senior Center, Lap Swim and Recreation Swim at any City pool.

COMMISSIONERS REPORT**Chair Caldwell**

He plans to be at the Montague Park Ribbon Cutting on Wednesday, May 22. He attended the Community Meeting at the Lawrence Station Area community building on April 18. The meeting covered a lot of park operations information and community input on multiple topics, which included safety and crime concerns that are impacting residents in the area. Assistant City Manager Bojorquez followed up with Santa Clara PD regarding the community's concerns.

Commissioner Chu

Parks & Recreation Department staff did an amazing job with the recital. She plans to attend the Montague Park Ribbon Cutting on May 22 and expressed that it's fantastic to have so many new parks and renovated parks on the north side of Santa Clara, including Agnew Park, Fuller Street Park, Fairway Glen Park and now Montague Park. "It's great work!"

Commissioner Cox

She is excited to attend the Montague Park Ribbon-Cutting on Wednesday, May 22. The water in the creeks and near the trails is getting low so the garbage in the creeks is now more obvious. However, it's still been nice to get outside again.

Commissioner Forte

He spent time training over at Reed & Grant Sports Park and attended the Cinco de Mayo Festival in San Jose.

Commissioner Gupta

He plans to attend the Montague Park Ribbon-Cutting, and is excited to see what the park looks like after the rehabilitation project. He attended the CCS Swimming Championships at Independence High School. He feels sad that the ISC was not able to host the meet.

Commissioner Hai

He visited Jenny Strand Park. He was especially pleased with how incredible Westwood Oaks Park looks now, and that it looks very different from the old park.

ADJOURNMENT

Commissioner Chu made a motion, seconded by Commissioner Hai to adjourn the meeting at 9:07 PM until the next regular meeting of the Parks & Recreation Commission on Tuesday, June 18th at 7:00 PM.

Aye: 6 - Chair Caldwell, Commissioner Chu, Commissioner Forte, Commissioner Cox, Vice Chair Hai, and Commissioner Gupta

Excused: 1 - Commissioner Ricketts

MEETING DISCLOSURES

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.