



City of Santa Clara

Meeting Minutes

Parks & Recreation Commission

09/19/2023

7:00 PM

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

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 Parks & Recreation Commission Meeting to order at 7:03 PM.

Vice-Chair Hai joined the meeting at 7:06 PM.

- Present** 5 - Chair Dana Caldwell, Commissioner Maureen Chu, Commissioner Eversley Forte, Vice Chair Sajid Hai, and Commissioner Vikas Gupta
- Absent** 2 - Commissioner Kelly Cox, and Commissioner Brittany Ricketts

Commissioner Chu made a motion, seconded by Commissioner Gupta, to excuse Commissioner Cox and Commissioner Ricketts.

Aye: 5 - Chair Caldwell, Commissioner Chu, Commissioner Forte, Vice Chair Hai, and Commissioner Gupta

Excused: 2 - Commissioner Cox, and Commissioner Ricketts

CONSENT CALENDAR

- 1.A [23-1089](#) Action on the Parks & Recreation Commission Minutes of the August 15, 2023 Meeting

Recommendation: Approve the Parks & Recreation Commission Minutes of the August 15, 2023 Meeting.

Commissioner Gupta made a motion, seconded by Commissioner Chu, to recommend approval of the Parks & Recreation Commission Minutes of August 15, 2023.

Aye: 5 - Chair Caldwell, Commissioner Chu, Commissioner Forte, Vice Chair Hai, and Commissioner Gupta

Excused: 2 - Commissioner Cox, and Commissioner Ricketts

- 1.B [23-1030](#) Parks & Recreation Commission Calendar of Meetings for 2024

Recommendation: Recommend that Council Approve a Resolution to Set the Parks & Recreation Commission Calendar of Meetings for 2024.

Vice-Chair Hai made a motion, seconded by Commissioner Chu, to continue this item regarding the 2024 Parks & Recreation Commission Calendar of Meetings until the next Regular Meeting on Tuesday, October 17, 2023.

Aye: 5 - Chair Caldwell, Commissioner Chu, Commissioner Forte, Vice Chair Hai, and Commissioner Gupta

Excused: 2 - Commissioner Cox, and Commissioner Ricketts

PUBLIC PRESENTATIONS

GENERAL BUSINESS

At 7:17 PM, the Regular Meeting was paused for the Commission to participate in recognizing the retirement of James Teixeira, Director of Parks & Recreation, in Council Chambers.

The Regular Meeting resumed at 7:44 PM.

2. [23-1127](#) Recommend Nominee(s) for Consideration as the "2023 Honorary Holiday Tree Lighter" for the Annual Holiday Tree Lighting Ceremony on Friday, December 1, 2023.

Recommendation: Staff has no recommendation.

Commissioner Forte made a motion, seconded by Vice-Chair Hai, to continue this item regarding the recommendation of nominee(s) for consideration as the "2023 Honorary Holiday Tree Lighter" until the next Regular Meeting on Tuesday, October 17, 2023.

Aye: 5 - Chair Caldwell, Commissioner Chu, Commissioner Forte, Vice Chair Hai, and Commissioner Gupta

Excused: 2 - Commissioner Cox, and Commissioner Ricketts

3. [23-665](#) Receive a Presentation and Provide Feedback on Benton, Monroe, and Walsh-Martin Bikeway Planning Projects

Recommendation: Receive a presentation and provide feedback on Benton, Monroe, and Walsh-Martin Bikeway Planning Projects.

ATTACHMENTS

1. Bikeway Projects Location Map
2. Benton Street Bikeway Draft Design Concepts
3. Monroe Street Bikeway Draft Design Concepts
4. Walsh Avenue Bikeway Draft Design Concepts
5. Martin Avenue Bikeway Draft Design Concepts
6. Presentation for September 19, 2023 Parks & Recreation Commission Meeting

Commissioner Forte asked if the team presenting will be recommending a preferred bike lane option that would be used or will they be letting the public provide feedback to which they prefer. Nicole He responded that as part of community outreach, the public is being asked about which option(s) they prefer. The community survey that was just posted, prompts the public support or select one of the concepts. The summary of the comments will be presented to the Bicycle and Pedestrian Advisory Committee (BPAC) for consideration. In January 2024, BPAC to deciding on their preferred alternative for this project.

Commissioner Chu asked about the Benton Street traffic impact since two lanes will be closed, and if there is an existing bike lane on Martin and Walsh. Nicole He stated that the traffic impact is part of the study and was also a concern of the community. Traffic results from the study will be shared with the public and BPAC. Lafayette Street will be the connection to Martin and Walsh, which Ralph Garcia stated is a different project.

Commissioner Gupta asked about greenery/landscaping along the paths. According to Nicole He, the scope of the project is for conceptual design, and landscaping in the immediately adjacent area is not part of the project. Commissioner Gupta added, it would have been good to know if previously implemented alternatives had a positive impact on bikeways, and commented on the barriers that separate the bikeway from the roadway, at Stevens Creek near Cupertino Main Street. In addition, he stated that staff who presented, should illustrate that various alternatives have been tried, and if there is something that is known to have worked, include that information in the presentation with contemporary examples.

4. [23-1026](#) Develop Initial Draft of the Commission Work Plan Goals and Activities for FY2023/24

Recommendation: Develop a Parks & Recreation Commission Work Plan for FY2023/24 including goals, supporting activities and subcommittee assignments.

Commissioner Chu made a motion, seconded by Vice-Chair Hai, to continue this item regarding developing the initial draft (including assigning subcommittees) until the next Regular Meeting on Tuesday, October 17, 2023.

Aye: 5 - Chair Caldwell, Commissioner Chu, Commissioner Forte, Vice Chair Hai, and Commissioner Gupta

Excused: 2 - Commissioner Cox, and Commissioner Ricketts

STAFF REPORT

Acting Director Seale advised the Commission of the following: Westwood Oaks Park Playground to break ground the first week of October. For safety, the whole park will be closed for the duration of construction for about six/seven months; no impact to recreation programming. Non-native eucalyptus trees have been removed and the trees will be replaced as part of the rehabilitation project. The contractor will display the schematic design on the fence for the neighbors to visualize the scope of rehabilitation project. Park patrons are recommended to visit nearby neighboring parks to recreate: Jenny Strand, Homeridge, and Maywood parks. Montague Park - building renovation is almost complete; the park portion, improved playground, exercise equipment are now available to the public. A soft opening is expected in late October 2023. The kickoff for Parks & Recreation system-wide Master Plan for the City of Santa Clara's park system will be starting soon. The Master Plan will involve every single community, commissions, stakeholders, and will address funding, programming, future capital projects, and a roadmap for the park system development over the next 15-20 years. This comprehensive study will take up to 12-14 months to complete. The next Facility Condition Assessment will be done within the time frame of the Master Plan.

Recreation Manager Castro advised the Commission of the following: Encouraging the Commission to provide feedback on the 41st annual Art & Wine Festival. The Department is getting ready for the production of Tarzan. Senior Center hours were extended in July and there is an increase in attendance as a result. The Recreation Team is getting ready for Winter programming; after-school programs continue to be strong; last of the Concerts in the Park series will be on Friday, September 29, 2023 at Live Oak Park; State of the City will be on Wednesday, September 27, 2023; Children's Halloween, Saturday, October 28, 2023; and Holiday Tree Lighting, Friday, December 1, 2023.

COMMISSIONERS REPORT

Chair Caldwell joined the Senior Center and toured the facility and was very impressed. Visited Fremont Park; went to the Concert in the Park in Central Park; volunteered at the Art & Wine Festival. Commented on how a crisis was addressed by the commissioners, and staff, including Police - quick response time, and compassionate care with the concerned party. He commended all involved in the response effort.

Commissioner Chu visited Henry Schmidt Park; looking forward to hearing more information regarding Agnews Historic Park restroom hours - a concern brought about by her neighbor; volunteered at the Art & Wine Festival; expressed the need to order more glasses for next year; and she is looking forward to attending the last of the Concerts in the Park series for 2023 at Live Oak Park.

Commissioner Forte volunteered at the Art & Wine Festival on Saturday and Sunday. Derek Bryant brainstormed with commissioners in real-time, for next year's Art & Wine Festival.

Commissioner Gupta volunteered at the Art & Wine Festival - people were even buying lots of vintage glasses.

Vice-Chair Hai missed the Art & Wine Festival; he is excited about the Westwood Oaks Park playground rehabilitation project; visited Jenny Strand Park.

ADJOURNMENT

Commissioner Forte made a motion, seconded by Commissioner Gupta, to adjourn the meeting at 8:43 PM until the next Regular Meeting on Tuesday, October 17, 2023 at 7:00 PM.

Aye: 5 - Chair Caldwell, Commissioner Chu, Commissioner Forte, Vice Chair Hai, and Commissioner Gupta

Excused: 2 - Commissioner Cox, and Commissioner Ricketts

MEETING DISCLOSURES

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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."

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