



# City of Santa Clara

## Meeting Agenda

### Senior Advisory Commission

Monday, July 21, 2025

5:00 PM

Hybrid Meeting  
Santa Clara Senior Center  
Room 205  
1303 Fremont Street  
Santa Clara, CA 95050

Commissioner Selden will be participating remotely from the following location:  
5452 E Farmdale Ave, Mesa, AZ 85206

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

Via Zoom:

<https://santaclaraca.zoom.us/j/97590069803>

Meeting ID: 975 9006 9803

Or join by phone: 669-900-6833

#### **CALL TO ORDER AND ROLL CALL**

#### **CONSENT CALENDAR**

1.      25-750      [Review and Approve the Senior Advisory Commission Minutes of February 10, 2025](#)

**Recommendation:** Approve the Senior Advisory Commission Minutes of February 10, 2025

#### **PUBLIC PRESENTATIONS**

*[This item is reserved for persons to address the body on any matter not on the agenda that is within the subject matter jurisdiction of the body. The law does not permit action on, or extended discussion of, any item not on the agenda except under special circumstances. The governing body, or staff, may briefly respond to statements made or questions posed, and appropriate body may request staff to report back at a subsequent meeting.]*

#### **GENERAL BUSINESS**

2.      25-748      [Receive a New Commission Orientation](#)

**Recommendation:** For discussion and information purposes only

3.      25-749      [Receive Park & Recreation Department Overview Presentation](#)

**Recommendation:** Receive Parks & Recreation Department Overview presentation.

...Staff

Prepared by: Jennifer Herb, Recreation Supervisor

Reviewed by: Kimberly Castro, Recreation Manager

Approved by: Damon Sparacino, Parks & Recreation Director

**ATTACHMENTS**

1. Parks & Recreation Department Orientation

**STAFF REPORT**

**COMMISSIONERS REPORT**

**ADJOURNMENT**

*The next scheduled meeting for Senior Advisory Commission is on Monday, August 18, 2025, at 5:00 PM.*

**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.



# City of Santa Clara

1500 Warburton Avenue  
Santa Clara, CA 95050  
[santaclaraca.gov](http://santaclaraca.gov)  
[@SantaClaraCity](https://twitter.com/SantaClaraCity)

## Agenda Report

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25-750

Agenda Date: 7/21/2025

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### REPORT TO SENIOR ADVISORY COMMISSION

#### **SUBJECT**

Review and Approve the Senior Advisory Commission Minutes of February 10, 2025

#### **RECOMMENDATION**

Approve the Senior Advisory Commission Minutes of February 10, 2025

Prepared by: Jennifer Herb, Recreation Supervisor

Reviewed by: Kimberly Castro, Recreation Manager

Approved by: Damon Sparacino, Director of Parks & Recreation

#### **ATTACHMENTS**

1. Draft Senior Advisory Commission Meeting Minutes February 10, 2025



# City of Santa Clara

## Meeting Minutes

### Senior Advisory Commission

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02/10/2025

5:00 PM

Hybrid Meeting  
Santa Clara Senior Center  
Room 205  
1303 Fremont Street  
Santa Clara, CA 95050

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#### Special Meeting

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

Via Zoom:

<https://santaclaraca.zoom.us/j/97590069803>

Meeting ID: 975 9006 9803

Or join by phone: 669-900-6833

#### **CALL TO ORDER AND ROLL CALL**

The special meeting was called to order by Chair Drozek at 5:14 p.m.

**Present** 4 - Chair Edmund Drozek, Commissioner Rick Andrews, Commissioner Maria Vaz, and Commissioner Srinivasan Manivannan

#### **CONSENT CALENDAR**

1. [25-116](#) Review and Approve the Senior Advisory Commission Minutes of January 13, 2025

**Recommendation:** Approve the Senior Advisory Commission Minutes of January 13, 2025

**A motion was made by Commissioner Andrews, seconded by Commissioner Manivannan, to approve the minutes of January 13, 2025. The motion carried with the following vote.**

**Aye:** 4 - Chair Drozek, Commissioner Andrews, Commissioner Vaz, and Commissioner Manivannan

#### **PUBLIC PRESENTATIONS**

None

**GENERAL BUSINESS**

2.     [25-206](#)     Senior Advisory Commission Election of Vice Chair for Remaining FY 2024/25 Term
- Commissioner Drozek made a motion, seconded by Commissioner Vaz to nominate Commissioner Andrews for Vice Chair for the remaining FY 2024/25 term.**
- Aye:** 4 - Chair Drozek, Commissioner Andrews, Commissioner Vaz, and Commissioner Manivannan
- 
3.     [25-117](#)     Discussion and Review of Subcommittee Updates on the Status of FY2024/25 Senior Advisory Commission Work Plan & Goals
- Goal 1.a. Provide update on low-income housing project educational presentation at Senior Center.
- **Commissioner Andrews** informed the group that he's waiting to hear from the City and will have an update at the next meeting.
- Goal 1.b. Report out on latest Community Meeting related to Senior Housing developments in Santa Clara.
- No Update
- Goal 2.c. Report out on latest Community Meeting related to new or rehabilitated park projects in Santa Clara.
- No Update
- Goal 3.a. Report out on the Bicycle & Pedestrian Advisory Committee meeting.
- **Commissioner Drozek** informed the Commission that he attended the January meeting. The City is working on the De La Cruz Blvd., Lick Mill Blvd., and Scott Blvd. projects. There will be a public hearing on March 4. Information can be found on the City Website.
- **Commissioner Manivannan** added that there was an updates on: signage around Levi's Stadium, Stevens Creek corridor, and crosswalk improvement project.

Goal 3.b. Report out on latest Community Meeting related to transportation and street improvement projects, and; provide update on transportation resources presentation at the Senior Center.

- **Commissioner Manivannan and Vaz** asked to be removed from this subcommittee.

Goal 4.a. Provide update on the implementation of Senior Needs Assessment survey and outreach plan.

- **Recreation Manager Castro** reminded the Commission that the survey questions were approved by the Commission, and staff were reviewing the questions based on public comment from the January meeting. Staff will have the final draft of the questions for the Commission to look over at the March meeting.

Goal 4.b. Report out on latest Community meetings related to Age-Friendly accessibility in the build environment in Santa Clara.

- It was suggested that the subcommittee create points to advocate using best practices pertaining to the law.

### **STAFF REPORT**

**Recreation Manager Castro** reported on the following:

- The February Senior Center Newsletter is available.
- The Library is expanding their hours to include Sundays and they are offering tax assistance.
- Activity Guide for Spring/Summer will be available at end of February.

### **COMMISSIONERS REPORT**

-**Commissioner Andrews** inquired about the change of the location and format of the Health & Wellness Fair. **Recreation Manager Castro** explained that having it indoors eliminates any issues with the weather, allows for accessibility for everyone that attends, is more manageable for attendees to talk to all exhibitors, and the 'mini' fairs take place throughout the month as the Senior Center celebrates Older Americans Month.

### **ADJOURNMENT**

**A motion was made by Commissioner Andrews, seconded by Commissioner Vaz that the meeting be adjourned at 6:07 p.m.**

**Aye:** 4 - Chair Drozek, Commissioner Andrews, Commissioner Vaz, and Commissioner Manivannan

### **MEETING DISCLOSURES**

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## Agenda Report

25-748

Agenda Date: 7/21/2025

### **REPORT TO SENIOR ADVISORY COMMISSION**

#### **SUBJECT**

Receive a New Commission Orientation

#### **COUNCIL PILLAR**

Enhance Community Engagement and Transparency

#### **BACKGROUND**

The Senior Advisory Commission is an Advisory Commission of the City of Santa Clara, established in the City Code. The Commission consists of seven members who shall not hold any paid office or employment in the City Government and shall have the following powers, functions, and duties:

- (a) Study, review, evaluate and make recommendations to the City Council relative to any and all matters affecting elderly people in the City of Santa Clara.
- (b) Make such studies and submit to the Council such reports or recommendations respecting matters affecting elderly people, and such matters as the Council may from time-to-time request.

Due to commissioner illnesses and individuals being unable to continue to serve on the Commission, the Commission halted meeting after February 2025. In April and May, the City held an open recruitment process seeking volunteers to serve as Commissioners in the City. The Senior Advisory Commission received five applications. Five applicants were invited to an interview with the City Council, and one individual withdrew their application. On June 3, four individuals were selected by the City Council to serve on the Senior Advisory Commission (SAC).

#### **DISCUSSION**

As the majority of the Commission is made up of new Commissioners, and the Commission has been on a break since February, Staff will facilitate a New Commission Orientation for the SAC.

The Commission orientation will include:

- a. Welcome and introductions
- b. Website overview and older adult landscape
- c. Overview of the City's Code of Ethics and Values
- d. Purpose of the Commission
- e. Discussion regarding the role of Commission in city government
- f. Role of public, Commissioners, and City Staff
- g. Meeting logistics
  - I. Time/dates
  - II. Robert's Rules of Order
  - III. Brown Act
  - IV. Chair and Vice Chair
  - V. Agenda posting and meeting minutes

## h. Work Plan &amp; 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(a) as it has no potential for resulting in either a direct physical change in the environment, or a reasonably foreseeable indirect physical change in the environment.

**FISCAL IMPACT**

There is no fiscal impact to the City other than administrative staff time.

**COORDINATION**

This item has been coordinated with the City Attorney’s Office.

**PUBLIC CONTACT**

Public contact was made by posting the Council 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**

For discussion and information purposes only

Prepared by: Jennifer Herb, Recreation Supervisor

Reviewed by: Kimberly Castro, Recreation Manager

Approved by: Damon Sparacino, Parks & Recreation Department Director



## Agenda Report

25-749

Agenda Date: 7/21/2025

### REPORT TO SENIOR ADVISORY COMMISSION

#### **SUBJECT**

Receive Park & Recreation Department Overview Presentation

#### **COUNCIL PILLAR**

Enhance Community Engagement and Transparency

#### **BACKGROUND**

The mission of the Parks & Recreation Department is to support a vibrant, active quality of life for all ages, abilities, and interests in the Santa Clara community through excellent parks and recreational facilities, community services, programs, and events.

The Parks & Recreation Department provides planning, development, operation, maintenance, and rehabilitation of the City's neighborhood parks, mini parks, community parks, open space sites, recreation buildings, trails, pools, etc. Facilities include community centers, neighborhood park buildings, community gardens, playgrounds, aquatic facilities, restrooms, picnic areas, turf, trees, vegetation, athletic fields, and joint use facilities. Service levels are set to promote the use of safe, clean, and attractive facilities for enjoyment and quality of life for all ages and abilities.

The Department assists the public with facility rentals, community services, cultural programs, special events, enhanced natural environments, enrichment, recreation, fitness and wellness programs, as well as sports and aquatics opportunities. In addition, the Department oversees four (4) Commissions, the Cultural Commission, Parks & Recreation Commission, Senior Advisory Commission, and Youth Commission.

#### **DISCUSSION**

Staff will provide a Parks & Recreation Department overview and orientation for the Senior Advisory Commission, that aims to educate the commissioners about the various facets of the Department while highlighting the role of the Senior Advisory Commission within the framework of the Department.

#### **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(a) as it has no potential for resulting in either a direct physical change in the environment, or a reasonably foreseeable indirect physical change in the environment.

#### **FISCAL IMPACT**

There is no fiscal impact to the City other than administrative staff time.

**COORDINATION**

This item has been coordinated with the City Attorney's Office.

**PUBLIC CONTACT**

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**RECOMMENDATION**

Receive Parks & Recreation Department Overview presentation.

...Staff

Prepared by: Jennifer Herb, Recreation Supervisor

Reviewed by: Kimberly Castro, Recreation Manager

Approved by: Damon Sparacino, Parks & Recreation Director

**ATTACHMENTS**

1. Parks & Recreation Department Orientation



# Parks & Recreation Department Overview

**July 2025**

# Department Overview

- **Mission**

Support a vibrant, active quality of life for all ages, abilities and interests of the Santa Clara community through excellent parks and recreational facilities, community services, programs, and events.



# Who We Are





# Department Overview

- **Who We Are**

- 2 Divisions

- Parks & Recreation

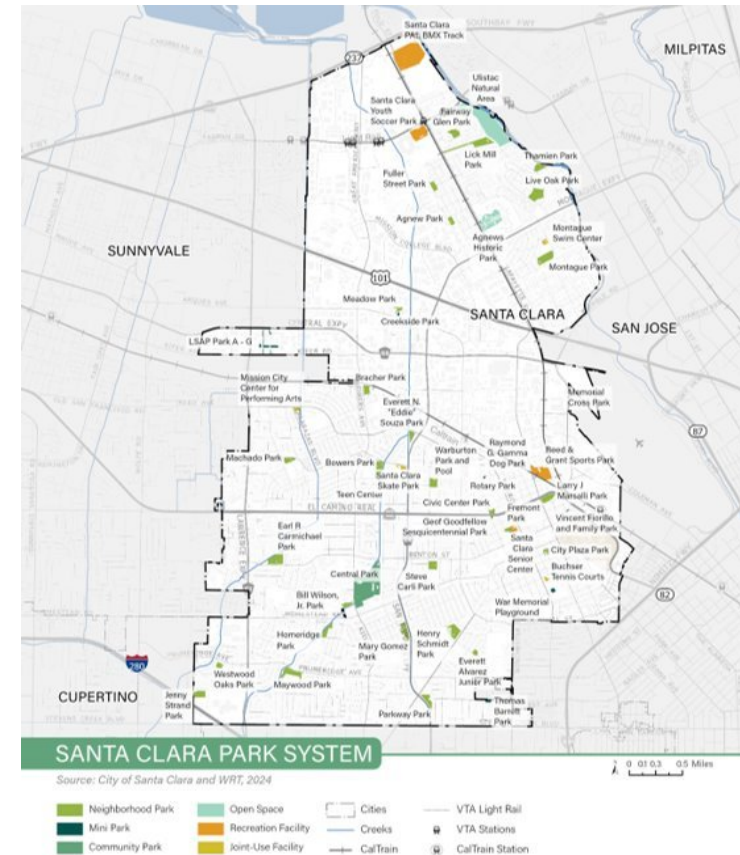
- Parks
      - Programs
      - Events
      - Commissions





# Parks & Programs

- 2 Community Parks
  - Central Park (45+ acres)
  - Central Park North – undeveloped (34+ acres)
- 28 Neighborhood Parks (124 acres)
- Public Open Space (43 acres)
- 15 Mini Parks
- 4 Community Centers
- Aquatics (11 pools, 5 sites)
- 2 Community Gardens
- 4 Dog Parks & Off-leash Areas
- 13 Athletic Fields and 4 Recreational Buildings



# Events

- City-wide Special Events
  - Holiday Tree Lighting (December)
  - Sunset Cinema (April – October)
  - 4<sup>th</sup> of July (July)
  - Street Dance (August)
  - Art & Wine Festival (September)
  - Summer Concert Series (June – August)
  - Halloween Party (October)



# Commissions

- Staff Support to four (4) City Commissions and a Task Force
  - Parks & Recreation Commission
  - Cultural Commission
  - Senior Advisory Commission
  - Youth Commission
  - City/School Task Force

# What We Do



# Department Overview

- **What We Do**

- Serve our community by creating inclusive spaces, memorable experiences, and opportunities for connection, growth, and fun. Whether you're exploring a neighborhood park, joining a recreation class, or attending a community event, the Parks & Recreation Department helps make Santa Clara a great place to live, work, and play.

- Major Projects & Initiatives
  - Department Priorities
  - Parks & Facility Projects
  - Bond Projects



# Department Priorities

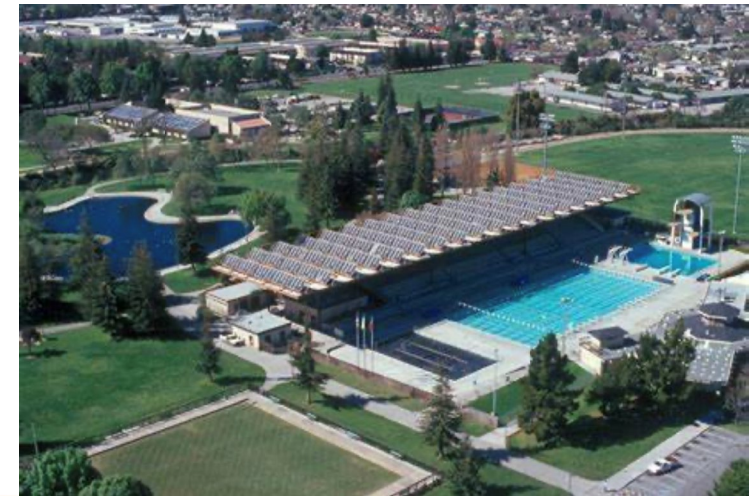
- Youth Community Sports Field Fees (1<sup>st</sup> Qtr 2025)
- Review of Parkland Dedication Ordinance (1<sup>st</sup> Qtr 2025)
- Evaluation of Cemetery Fees (3<sup>rd</sup> Qtr 2025)
- Evaluation of Lawn Bowl Clubhouse Options (4<sup>th</sup> Qtr 2025)
- Completion of Parks Master Plan (August 2025)

# Parks & Facility Projects

- Temporary Re-Opening of International Swim Center (1<sup>st</sup> Qtr. 2025)
  - Tile, drain, ladder and replastering work (Jan 2025)
  - Mitigation of exterior fencing requirements and installation of interior fencing (Jan 2025)
  - Aquatics Clubs to vacate their supplies and equipment (Jan 2025)
  - Acquisition ADA lifts, portable shower facilities and corresponding electrical work
  - Negotiation of License Agreements with each of the Aquatics User Groups (Feb 2025)
- Begin redesign of Parks Service Center to address ADA and health/safety issues (2025)
- Central Park Access & Parking Improvement (Ongoing; to be completed Summer 2026)
- Park Openings:
  - Calle del Sol (Ensemble) (1st Qtr. 2025)
  - 2330 Calle de Luna (Related) (1st Qtr. 2025)
  - 360 Brokaw: Gateway Crossings (Hunter-Storm/Holland) (1st Qtr. 2025)
  - 2309 Calle del Mundo (SummerHill) (1st Qtr. 2025)

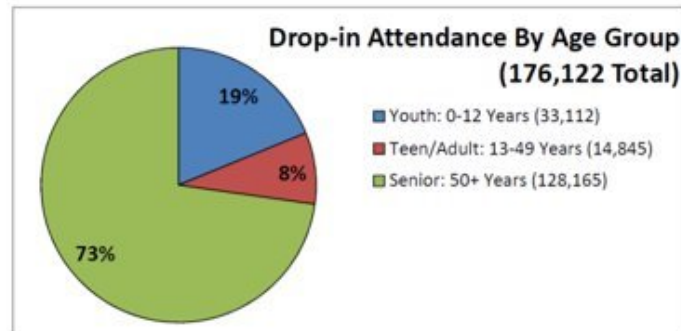
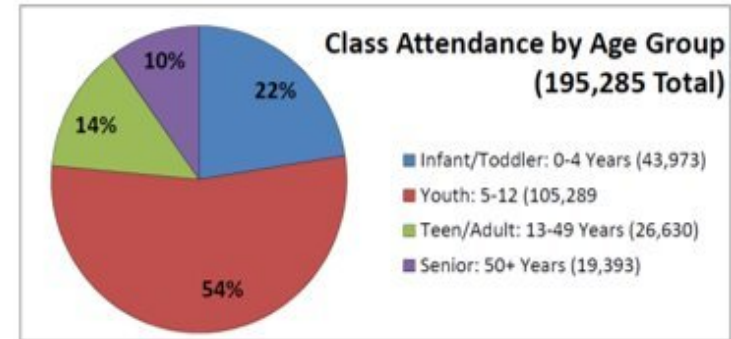
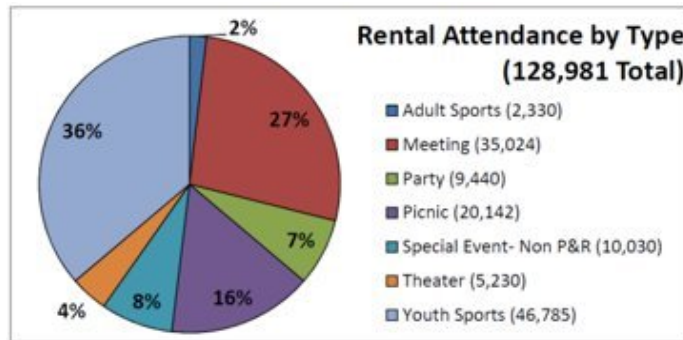
# Bond Projects

- **Measure I Bond:** Parks, Libraries, Senior Center and Aquatics Facilities \$115,258,750
  - International Swim Center (2025)
  - Design for Park Building Infrastructure Projects (Various)
  - Bowers Park Building & Parking Lot
  - Pickleball Courts – Study/Design
  - Senior Center Expansion/Renovation
  - Playgrounds Rehab Projects
    - Henry Schmidt, Earl Carmichael, Warburton & Maywood





# Parks & Programs





# New Senior Advisory Commission Orientation

Parks & Recreation

**July 2025**