



City of Santa Clara

Meeting Minutes

Parks & Recreation Commission

01/16/2024

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 7:00 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 Forte, 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 [24-1518](#) Action on the Parks & Recreation Commission Minutes of the November 21, 2023 Meeting

Recommendation: Approve the Parks & Recreation Commission Minutes of the November 21, 2023 Meeting.

Commissioner Chu made a motion, seconded by Vice-Chair Hai, to recommend approval of the November 21, 2023 Parks & Recreation Commission Minutes.

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

Excused: 2 - Commissioner Cox, and Commissioner Ricketts

PUBLIC PRESENTATIONS

The following individuals spoke during the Public Presentation section of the meeting:

- Karen Cornwell
- Kirt Iverson
- Wendy
- Sisir Kudua
- Zoey Hu
- Hok Teoh (Jerry)
- Pablo Borceguin
- John Jiang
- Roumen Boyadjiev

GENERAL BUSINESS

2. [24-1526](#) Parks & Recreation Commission Work Plan Goals for FY2023/24

Recommendation: Report on activities and efforts in support of the Commission's Work Plan Goals for FY 2023/24.

Commissioner Chu made a motion, seconded by Vice-Chair Hai, to amend Goal A and add, "Create a standardized form with staff and subcommittee members to be used by commissioners during their site visits to parks and recreation facilities." The subcommittee will consist of Chair Caldwell, Commissioner Chu, and Commissioner Gupta.

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

Excused: 2 - Commissioner Cox, and Commissioner Ricketts

Final Work Plan Goals for FY 2023/24, As Amended

Goal A: 1) Review park site and facility condition assessments and recommend priorities given existing and anticipated service levels and available resources; and 2) Create a standardized form with staff and subcommittee members to be used by commissioners during their site visits to parks and recreation 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.

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

Goal D: 1) Partner with at least one other City commission to build on/expand at least one existing Parks & Recreation event by adding one extra element for patrons to interact with during the event.

Goal E: 1) Participate in the Parks & Recreation Master Plan process.

Goal F: 1) 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.

Commissioner Chu made a motion, seconded by Vice-Chair Hai, to approve the Work Plan Goals for FY 2023/24, as amended.

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

Excused: 2 - Commissioner Cox, and Commissioner Ricketts

STAFF REPORT

Deputy Director Seale reported on the Montague Park Rehabilitation Project, which is expected to be completed by the end of March 2024. The Fairway Glen Park restroom building requires electrical work and inspections, and is also expected to be completed by the end of March 2024. The Magical Bridge All-Inclusive playground construction is on schedule, with project completion during summer 2024. The Westwood Oaks Park Playground Rehabilitation Project is on schedule. Henry Schmidt Park Playground Rehabilitation Project is moving to Council for Phase 2 design planning to develop construction documents and the final bid set.

Recreation Manager Castro reported on the First Piano Recitals at Wilcox Theater. Over 100 children performed on the grand piano. Staff is working on seeking pool availability for swimmers due to the closure of the ISC (International Swim Center). Preparing for the 2024 Special Events Season.

COMMISSIONERS REPORT

Chair Caldwell: Attended the Tree Lighting Event. "Great event!". Enjoyed the community turnout. He is watching the progress on the Westwood Oaks Park Playground Rehabilitation Project. Commented on how Parks Division staff does a great job of keeping the park clean and trash free.

Commissioner Chu: Attended the Tree Lighting Event and thought it was fantastic. The event had a large turnout. Suggested having more food trucks as there were long lines and wait times. Watched "The Nutcracker" at the Mission City Performing Arts Center. Suggested a ticketing vendor could be hired to aid in the process. Inquired about the picture used for recreation programming and the selection process. Visited Henry Schmidt Park to monitor the improvements.

Commissioner Forte: Attended the Holiday Tree Lighting Event.

Commissioner Gupta: Walked Central Park. He noted the progress of the Magical Bridge All-Inclusive Playground construction.

Commissioner Hai: Visited Jenny Strand Park. Noted the construction at Westwood Oaks Park.

ADJOURNMENT

Commissioner Chu made a motion, seconded by Commissioner Gupta, to adjourn the Parks & Recreation Commission meeting at 8:11 PM, until the next regular meeting on Tuesday, February 20, 2024, 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

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."

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