



# City of Santa Clara

## Meeting Agenda

### Parks & Recreation Commission

---

Monday, June 8, 2026

7:00 PM

Hybrid Meeting  
Sparacino Conference Room -  
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/84105673039>

Webinar ID: 841 0567 3039

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

#### **CONSENT CALENDAR**

- 1.A. 26-658 [Approval of the Parks & Recreation Commission Meeting Minutes of May 11, 2026](#)

**Recommendation:** Approve the Parks & Recreation Commission Meeting Minutes of May 11, 2026

#### **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. 26-650 [Action on Applications from Non-Profit Organizations Serving Youth or Seniors in Santa Clara to Provide Volunteer Support at the 2026 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.

3.     **26-647**     [Discuss and Update the Parks & Recreation Commission's FY 2025/26 Work Plan Goals and Activities](#)

**Recommendation:** Discuss and update Parks & Recreation Commission Work Plan Goals and Activities for FY 2025/26.

4.     **26-648**     [Discuss and Develop Parks & Recreation Commission Work Plan Goals and Activities for FY 2026/27](#)

**Recommendation:** Discuss and develop Parks & Recreation Commission Work Plan Goals and Activities for FY 2026/27.

5.     **26-649**     [Elect a Chair and Vice Chair of the Parks & Recreation Commission for FY 2026/27](#)

**Recommendation:** Nominate and elect a Chair and Vice Chair for the Parks & Recreation Commission for the FY 2026/27 term.

#### **STAFF REPORT**

#### **COMMISSIONERS REPORT**

#### **ADJOURNMENT**

*The next scheduled meeting for the Parks & Recreation Commission is on Monday July 13, 2026, at 7:00 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  
@SantaClaraCity

## Agenda Report

---

26-658

Agenda Date: 6/8/2026

---

### REPORT TO PARKS & RECREATION COMMISSION

#### SUBJECT

Approval of the Parks & Recreation Commission Meeting Minutes of May 11, 2026

#### RECOMMENDATION

Approve the Parks & Recreation Commission Meeting Minutes of May 11, 2026

Prepared by: Priscilla Candel-Ramirez, Staff Aide

Reviewed by: Kimberly Castro, Recreation Manager

Approved by: Damon Sparacino, Director of Parks & Recreation

#### ATTACHMENTS

1. Draft - Parks & Recreation Commission Meeting Minutes of May 11, 2026



# City of Santa Clara

## Meeting Minutes

### Parks & Recreation Commission

---

05/11/2026

7:00 PM

Hybrid Meeting  
Sparacino Conference Room - 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).

Join Zoom meeting

<https://santaclaraca.zoom.us/j/89200857003>

Webinar ID: 892 0085 7003

By consensus, the Commission agreed to hear agenda items out of order. Items were heard in the following order: Items 1.A.,3, 4 and 2.

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

Chair Chu called the meeting to order at 7:00 PM.

**Present** 6 - Commissioner Dana Caldwell, Chair Maureen Chu, Commissioner Derek DeMarco, Commissioner Eversley Forte, Vice Chair Vikas Gupta, and Commissioner Edward A. Souza

#### **CONSENT CALENDAR**

**1.A.** [26-514](#) Action on the Parks & Recreation Commission Minutes of the April 13, 2026 Meeting

**Recommendation:** Approve the Parks & Recreation Commission Minutes of the April 13, 2026 Meeting.

**Commissioner Forte made a motion, seconded by Commissioner DeMarco, to recommend approval of the April 13, 2026, Parks & Recreation Commission minutes. The motion carried by the following vote:**

**Aye:** 6 - Commissioner Caldwell, Chair Chu, Commissioner DeMarco, Commissioner Forte, Vice Chair Gupta, and Commissioner Souza

**PUBLIC PRESENTATIONS**

**Greg Sifferman** spoke on the architectural style of the International Swim Center rebuild. He shared concept art and expressed interest in participating in the design selection process.

**GENERAL BUSINESS**

2. [26-513](#) Discuss and Develop Parks & Recreation Commission Work Plan Goals and Activities for FY 2026/27

**Recommendation:** Discuss and develop Parks & Recreation Commission Work Plan Goals and Activities for FY 2026/27.

**The Commission discussed the item and, by consensus, moved on to the next item. No action was taken or required.**

3. [26-517](#) Review of the Proposed FY 2026/27 & FY 2027/28 Biennial Capital Improvement Program Budget and FY 2026/27 Operating Budget Amendments

**Recommendation:** It is recommended that the Commission:

1. Review the report and presentation related to the Proposed FY 2026/27 & FY 2027/28 Biennial Capital Improvement Program Budget and FY 2026/27 Operating Budget Amendments; and
2. Provide feedback regarding the projects under the purview of the Parks & Recreation Department.

**Staff presented the budget report, and the Commission received the report. No action was taken.**

4. [26-518](#) Discuss and Update the Parks & Recreation Commission's FY 2025/26 Work Plan Goals and Activities

**Recommendation:** Discuss and update Parks & Recreation Commission Work Plan Goals and Activities for FY 2025/26.

**The Commission discussed the item and, by consensus, moved on to the next item. No action was taken or required.**

**STAFF REPORT**

**Director Damon Sparacino** highlighted the upcoming Juneteenth celebration hosted by the Library and encouraged Commissioners to sign up for the Library newsletter, noting that the Library has many enjoyable events taking place.

**Recreation Manager Kimberly Castro** provided an update on the Henry Schmidt construction project and the Central Park Access Project. She reported that the International Swim Center project is progressing smoothly and that the diving well is currently being dewatered. She also shared that the City is partnering with Mission College for the Summer Concert Series, highlighted the upcoming Health & Wellness Fair and its resources for caregivers and seniors, and noted the upcoming FIFA flag-raising event.

**COMMISSIONERS REPORT**

**Commissioner Caldwell** reported visiting the Night Market, Henry Schmidt Park, Central Park, and Maywood Park. He stated he was impressed with the additional staffing and the improvements it has made at the park.

**Chair Chu** reported attending her daughter's dance recital, noting that this was the 15th recital she has attended with her daughter. She also shared that she has now visited two-thirds of the City's parks.

**Commissioner DeMarco** reported visiting Bowers Park, Central Park, Warburton Park, and Eddie Souza Park. He noted that the grass maintenance at Bowers Park looked very good. He also shared his appreciation for the assigned seating at his daughter's dance recitals and inquired about the rates for Lifetime Tennis.

**Commissioner Forte** reported attending the STEM Zone event, the Night Market, and the Health & Wellness Fair.

**Vice Chair Gupta** reported attending the tree pruning presentation and stated that he learned a great deal. He also attended the Night Market with his family, visited Central Park, and viewed a video of the International Swim Center deconstruction.

**Commissioner Souza** reported listening to the May 5, 2026, City Council meeting. He stated he was pleased to hear the Council's comments regarding the Master Plan and requested advanced notice when significant Parks & Recreation items are scheduled to go before the Council so he can plan to listen in. Director Damon Sparacino and Recreation Manager Kimberly Castro acknowledged Commissioner Souza's request and agreed to provide advance notice of major Parks & Recreation items going to the City Council when possible.

**ADJOURNMENT**

**Commissioner Caldwell made a motion, seconded by Vice Chair Gupta, to adjourn the Parks & Recreation Commission meeting at 8:30 PM until the next regular meeting on June 8, 2026, at 7:00 PM in the Sparacino Conference Room at City Hall.**

**Aye:** 6 - Commissioner Caldwell, Chair Chu, Commissioner DeMarco, Commissioner Forte, Vice Chair Gupta, and Commissioner Souza

## 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.



## Agenda Report

26-650

Agenda Date: 6/8/2026

### REPORT TO PARKS & RECREATION COMMISSION

#### SUBJECT

Action on Applications from Non-Profit Organizations Serving Youth or Seniors in Santa Clara to Provide Volunteer Support at the 2026 Art & Wine Festival

#### BACKGROUND

The 44<sup>th</sup> Annual Santa Clara Art & Wine Festival (Festival) will take place on September 19 and 20, 2026 in Central Park. This event is one of the City's hallmark special events, attracting thousands of attendees to the City of Santa Clara each year.

Due to the size of the event, the Festival provides an attractive opportunity for local non-profit organizations to generate revenue in support of their programs. Historically, the City has identified opportunities for eligible non-profit groups to earn funds by performing work related to Festival operations. In the past, these activities have included, but were not limited to:

1. Providing permitted food services on Food Alley;
2. Managing parking;
3. Assistance with carnival games in the Kids Kingdom area;
4. Providing onsite loading and unloading services for equipment and supplies;
5. Supplying volunteers to staff beverage and merchandise booths; and
6. Performing litter cleanup.

During the planning phase for the Festival, the City initiates an application process, inviting local non-profit organizations to submit proposals for consideration as designated volunteer groups. Selected groups become eligible to receive payment for services provided in support of Festival operations.

As part of the application process, each non-profit organization is required to present its proposal for consideration. The presentation must include information on how the funds raised will be used, as well as a summary of how funds generated from prior Festival participation were utilized. These presentations are made to the Parks & Recreation Commission, which evaluates the proposals and provides recommendations to staff. Staff will review the Commission's recommendations and make final assignments based on the proposals submitted by the non-profit organizations. Only non-profit organizations or groups that serve Santa Clara youth or seniors are eligible to participate in this program.

#### DISCUSSION

This year, the Department is offering an opportunity for local non-profit organizations to provide

parking management service at Fatjo Field. In prior years, non-profit organizations also had the opportunity to assist with carnival games in the Kids Kingdom area. However, due to Central Park Entrance, Accessibility and Parking Improvements Project, space is unavailable to operate carnival games in the Kids Kingdom area for the 2026 Festival.

The Department released online applications to non-profit organizations via the Festival website in April 2026. Applications from four (4) community organizations were received by the April 27, 2026 deadline. The applications (Attachments 1-4), submitted for the Commission's consideration, include the following organizations: the Santa Clara Schools Foundation, the Santa Clara Police Activities League, the Santa Clara Parade of Champions, and the Santa Clara High School PTSA.

Staff met with all four organizations on May 20, 2026, to discuss the Festival and parking operations. Each organization is prepared to support the City in this activation.

In evaluating the proposals, the Parks & Recreation Commission shall consider the following:

1. Whether the group meets the minimal criteria of serving Santa Clara youth and/or seniors;
2. Whether the group has the necessary organizational capacity to recruit and supervise adult volunteers for the Festival, as specified under the provisions of a City agreement;
3. Which day(s) the group is proposing to provide parking management services at the Fatjo Field Parking Lot. Services will be provided under the coordination and direction of Department staff;
4. Availability to serve on one or both days; and
5. Past performance with prior festivals.

To appropriately support the Festival and maximize the opportunity for multiple non-profit organizations to benefit from participation, all four non-profit organizations may be given the opportunity to participate. It is the role of the Commission to evaluate whether the applicants meet the established eligibility criteria and are available to provide services on Saturday, September 19, 2026, from 8:00 a.m. to 6:30 p.m. and/or Sunday, September 20, 2026, from 8:00 a.m. to 5:30 p.m. In return, the organizations will collect payments and donations and retain the net proceeds.

Applicants have been invited to provide a presentation of up to five (5) minutes to the Parks & Recreation Commission during its regular meeting on Tuesday, June 8, 2026, at 7:00 p.m. The Commission will receive the presentations, ask questions of the applicants, and determine the partnership level for the Festival days and activities.

### **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.

### **FISCAL IMPACT**

---

There is no impact except for staff administrative time and materials.

**PUBLIC CONTACT**

Public contact was made by posting the Parks & Recreation Commission 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**

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.

Prepared by: Darrick Oba, (Interim) Recreation Supervisor

Reviewed by: Kimberly Castro, Recreation Manager

Approved by: Damon Sparacino, Director of Parks & Recreation

**ATTACHMENTS**

1. Application - SC Police Activities League
2. Application - SC Schools Foundation
3. Application - SC Parade of Champions
4. Application - SC High School PTSA

## View results

Respondent

3 Anonymous

3911:15

Time to complete

### The 44th Annual Santa Clara Art & Wine Festival

The 44th Annual Santa Clara Art & Wine Festival will provide opportunities for local, non-profit, charitable organizations directly serving and benefiting Santa Clara residents to raise funds to support their mission. To be considered for the fundraising opportunity, organizations must represent Santa Clara youth residents, senior residents, or be a Santa Clara based non-profit organization.

Organizations selected may be assigned to manage Fatjo Field Parking Lot under the coordination and direction of the Parks & Recreation Commission and City Staff. Two (2) organizations will be chosen and assigned to manage and operate on Saturday, Sept. 19, 2026, or Sunday, Sept. 20, 2026, from 8 a.m. to 6:30 p.m. for Fatjo Field Parking Lot. Organizations selected to fundraise on Sunday, Sept. 20, 2026, will end their shift one (1) hour earlier. The organizations will manage the assigned area, collect all fees, may collect donations, may display information on organization, and keep proceeds from the event. All volunteers operating the parking lot must be adults.

The Parks & Recreation Commission will review how the organizations meet the service goals of the City, as well as evaluate the ability of the organization to provide sufficient support to manage the assigned area at the Festival.

## Parks and Recreation Commission: May 11, 2026 at 7 p.m.

Applicants will be invited to provide a five (5) minute presentation to Parks & Recreation Commission on Monday, May 11, 2026 at 7 p.m. during the Parks & Recreation Commission regular meeting. Parks and Recreation Commission meetings are held at the Sparacino Conference Room - City Hall (1500 Warburton Ave, Santa Clara, CA 95050). Applicants who fail to complete the application and provide necessary information regarding the organization or services will not be invited to present to the Commission. Complete the application process to be considered for this fundraising opportunity.

### Organizational Regulations

1) Electricity is not available. Generators are not allowed. 2) Health Department regulations prohibit distribution of food and drinks to event attendees. It is not permissible to sell or sample merchandise, food, or services. 3) Organizations may accept donations or display flyers or banners at their assigned area. 4) Organizations assigned to the Parking Lot area will be provided with two (2) tents of 10'x10', one (1) table, and four (4) chairs. 5) No balloons are allowed in the park. 6) Private vehicles are not allowed in the park. 7) Organization may park in public lots as space is available. Carpooling is encouraged. Reserved parking is not available. 8) Organization should be set up and operational during the entire assigned time and day. 9) No voice or music amplification is allowed. 10) Pets are not permitted in the park during the event. Only service animals are permitted at the event. (Resolution #16-8310).

1. Organization name: \*

Santa Clara PAL

2. Organization address: \*

601 El Camino Real Santa Clara CA 95050

3. Organization phone number: \*

4. Main contact person: \*

5. Position in organization: \*

6. Main contact person phone number: \*

7. Email address: \*

8. Website address: \*

9. Federal Tax ID Status \*

501c3

509a

Other

10. Organization's Federal Tax ID Number: \*

23-7088136

11. Does your organization serve City of Santa Clara residents? \*

Yes

No

12. List the charitable programs or services and the number of participants (unduplicated count) that your organization has provided for Santa Clara resident youth & seniors over the past two (2) calendar/fiscal years. For each program/ service, please include the program name, the goal of the program, the services offered, and the number of persons served. \*

Girls Softball (Recreational League)

Goal: Promote physical activity, teamwork, and confidence-building among youth participants.

Services Offered: Organized recreational softball league with practices, games, and coaching.

Participants Served: ~150 unduplicated youth

2. Sparks (Girls Travel Team Softball)

Goal: Provide advanced softball training and competitive opportunities for skill development and leadership.

Services Offered: Travel team participation, advanced coaching, tournaments, and mentorship.

Participants Served: ~150 unduplicated youth

3. Co-ed Soccer (Recreational League)

Goal: Encourage fitness, teamwork, and inclusive sports participation.

Services Offered: Seasonal recreational soccer league with structured games and practices.

Participants Served: ~120 unduplicated youth

4. Co-ed Soccer Clinic (Skills & Drills Training)

Goal: Develop fundamental soccer skills and improve player performance.

Services Offered: Skills clinics focused on drills, technique, and game strategy.

Participants Served: ~90 unduplicated youth

5. Co-ed Judo (Competition Training)

Goal: Build discipline, physical fitness, and competitive readiness through martial arts.

Services Offered: Judo instruction, conditioning, and competition-level training.

Participants Served: ~70 unduplicated youth

6. Co-ed Wrestling (Skills Training)

Goal: Promote strength, discipline, and confidence through wrestling.

Services Offered: Wrestling instruction, drills, and competitive preparation.

Participants Served: ~50 unduplicated youth

7. Co-ed BMX Racing (Training & Skills Program)

Goal: Provide a safe, structured environment for youth to develop BMX racing skills and confidence.

Services Offered: Training sessions, skill-building exercises, and racing opportunities.

Participants Served: ~200 unduplicated youth

8. Co-ed Deep Sea Fishing (At-Risk Youth Program)

Goal: Foster positive relationships between at-risk youth and law enforcement while providing enriching outdoor experiences.

Services Offered: Two annual deep-sea fishing trips for Santa Clara high school youth, including mentorship and supervised recreational activities with police officers.

Participants Served: ~40 unduplicated youth

9. Shop With A Cop (Holiday Assistance Program)

Goal: Support economically disadvantaged youth during the holiday season and build trust with law enforcement.

Services Offered: Holiday shopping experience for selected Santa Clara middle and elementary school children, paired with police officers, including meals and gift assistance.

Participants Served: ~25 unduplicated youth

10. Dinner for Veterans (Senior & Community Support Program)

Goal: Honor and support local veterans through community recognition and engagement.

Services Offered: Free appreciation dinner for Santa Clara veterans and a guest in partnership with American Legion Posts 419 & 564.

Participants Served: ~50 unduplicated individuals

13. What are your primary sources of funding? How will an Art & Wine Festival Grant benefit Santa Clara youth or seniors? \*

Annual Poker Tournament — A recurring competitive event that generates reliable fundraising revenue through entry fees and sponsorships.

2. Annual Golf Tournament — A major fundraiser that typically attracts donors, corporate sponsors, and community participants.

3. Parking Lot Operations during the Santa Clara Art & Wine Festival — Organizations selected to manage festival parking keep proceeds and may collect donations, directly supporting their mission.

4. Rotary Club Partnership — Working with the Rotary Club to pour beer and wine at the festival provides shared revenue opportunities for nonprofits serving Santa Clara residents.

5. Public Donations — Community contributions that supplement event-based fundraising and help stabilize annual budgets.

These diversified sources demonstrate strong community engagement and organizational sustainability.

My organization agrees to:

a) Provide a minimum of eight (8) adult volunteers for the Parking Lot area, for the duration of the Art & Wine Festival on one day. b) Submit list of volunteers (names and assigned day & times) to the Parks & Recreation Dept. by September 10. c) Provide cashless payment method and accept passes provided by the Parks & Recreation Department as payment method. d) Adhere to the group regulations including volunteer application.

14. Please rank your preferred fundraising opportunity from 1-2, 1 = most preferred, 2 = least preferred \*

1 Parking Lot, Sunday, Sept. 20, 2026

2 Parking Lot, Saturday, Sept. 19, 2026

## Organization Statement and Operational Budget

After completing the application, a confirmation email will be sent out with instructions on submitting the organization's statement and operating budget.

15. Please type in your name as acknowledgement of the terms and requirements of the application. \*

Santa Clara PAL

# Statement of Financial Position

## Santa Clara Police Activities League

As of Mar 31, 2026

	TOTAL
<hr/>	
Assets	
Current Assets	
Bank Accounts	
1040 Petty cash	941.00
M.C. Fed. Cr.Union	\$0.00
1010 Exec. Director Checking S75	26,638.42
1015 Primary Share S01	12.84
1031 Money Market 130	3,769.85
12 Month CD 300	181,029.57
6 Month CD 301	132,041.37
6 Month CD 302	51,096.98
<b>Total for M.C. Fed. Cr.Union</b>	<b>\$394,589.03</b>
Paypal Bank	704.60
Square	1,669.70
void (deleted)	
<b>Total for Bank Accounts</b>	<b>\$397,904.33</b>
Accounts Receivable	
1115 Accounts receivable	0.00
<b>Total for Accounts Receivable</b>	<b>\$0.00</b>
Other Current Assets	
1299 Undeposited Funds	0.00
Prepaid payroll	0.00
Suspense	0.00
<b>Total for Other Current Assets</b>	<b>\$0.00</b>
<b>Total for Current Assets</b>	<b>\$397,904.33</b>
Fixed Assets	
1700 Furniure, Fixtures, Equipment	4,982.04
1730 Accumulated Depreciation	-16,842.00
1805 Bleachers	45,315.52
Bldg. Project	6,050.00
<b>Total for Fixed Assets</b>	<b>\$39,505.56</b>
<b>Total for Assets</b>	<b>\$437,409.89</b>

# Statement of Financial Position

## Santa Clara Police Activities League

As of Mar 31, 2026

	TOTAL
Liabilities and Equity	
Liabilities	
Current Liabilities	
Accounts Payable	
2010 Accounts payable	0.00
<b>Total for Accounts Payable</b>	<b>\$0.00</b>
Other Current Liabilities	
Non-resident Fee	2,477.50
Sales Tax Agency Payable	0.00
<b>Total for Other Current Liabilities</b>	<b>\$2,477.50</b>
<b>Total for Current Liabilities</b>	<b>\$2,477.50</b>
<b>Total for Liabilities</b>	<b>\$2,477.50</b>
Equity	
3001 Opening Bal Equity	0.00
3010 Unrestrict (retained earnings)	427,104.49
Net Income	7,827.90
<b>Total for Equity</b>	<b>\$434,932.39</b>
<b>Total for Liabilities and Equity</b>	<b>\$437,409.89</b>

## View results

Respondent

1

Anonymous

24:14

Time to complete

### The 44th Annual Santa Clara Art & Wine Festival

The 44th Annual Santa Clara Art & Wine Festival will provide opportunities for local, non-profit, charitable organizations directly serving and benefiting Santa Clara residents to raise funds to support their mission. To be considered for the fundraising opportunity, organizations must represent Santa Clara youth residents, senior residents, or be a Santa Clara based non-profit organization.

Organizations selected may be assigned to manage Fatjo Field Parking Lot under the coordination and direction of the Parks & Recreation Commission and City Staff. Two (2) organizations will be chosen and assigned to manage and operate on Saturday, Sept. 19, 2026, or Sunday, Sept. 20, 2026, from 8 a.m. to 6:30 p.m. for Fatjo Field Parking Lot. Organizations selected to fundraise on Sunday, Sept. 20, 2026, will end their shift one (1) hour earlier. The organizations will manage the assigned area, collect all fees, may collect donations, may display information on organization, and keep proceeds from the event. All volunteers operating the parking lot must be adults.

The Parks & Recreation Commission will review how the organizations meet the service goals of the City, as well as evaluate the ability of the organization to provide sufficient support to manage the assigned area at the Festival.

## Parks and Recreation Commission: May 11, 2026 at 7 p.m.

Applicants will be invited to provide a five (5) minute presentation to Parks & Recreation Commission on Monday, May 11, 2026 at 7 p.m. during the Parks & Recreation Commission regular meeting. Parks and Recreation Commission meetings are held at the Sparacino Conference Room - City Hall (1500 Warburton Ave, Santa Clara, CA 95050). Applicants who fail to complete the application and provide necessary information regarding the organization or services will not be invited to present to the Commission. Complete the application process to be considered for this fundraising opportunity.

### Organizational Regulations

1) Electricity is not available. Generators are not allowed. 2) Health Department regulations prohibit distribution of food and drinks to event attendees. It is not permissible to sell or sample merchandise, food, or services. 3) Organizations may accept donations or display flyers or banners at their assigned area. 4) Organizations assigned to the Parking Lot area will be provided with two (2) tents of 10'x10', one (1) table, and four (4) chairs. 5) No balloons are allowed in the park. 6) Private vehicles are not allowed in the park. 7) Organization may park in public lots as space is available. Carpooling is encouraged. Reserved parking is not available. 8) Organization should be set up and operational during the entire assigned time and day. 9) No voice or music amplification is allowed. 10) Pets are not permitted in the park during the event. Only service animals are permitted at the event. (Resolution #16-8310).

1. Organization name: \*

Santa Clara Schools Foundation

2. Organization address: \*

PO Box 1369, Santa Clara, CA 95052

3. Organization phone number: \*

4. Main contact person: \*

5. Position in organization: \*

6. Main contact person phone number: \*

7. Email address: \*

8. Website address: \*

9. Federal Tax ID Status \*

501c3

509a

Other

10. Organization's Federal Tax ID Number: \*

11. Does your organization serve City of Santa Clara residents? \*

Yes

No

12. List the charitable programs or services and the number of participants (unduplicated count) that your organization has provided for Santa Clara resident youth & seniors over the past two (2) calendar/fiscal years. For each program/ service, please include the program name, the goal of the program, the services offered, and the number of persons served. \*

SCSF's Charitable Programs & Services from the past Two Years

High School Fellows Program

Goal: Develop leadership and career-ready skills in Santa Clara high school students.  
Services: Fellowship experience, mentorship, and student-led service learning projects.  
Participants: Up to 11 fellows per year (~22 total); projects benefit thousands of Santa Clara students.

Financial Literacy Workshops (Elementary Afterschool)

Goal: Build foundational financial literacy skills for TK–5 students at high-need schools.  
Services: Read-aloud lessons and hands-on financial literacy activities.  
Participants: 100+ elementary students.

STEAM Grant-Funded School Projects

Goal: Expand access to real-world STEAM learning and career exploration.  
Services: Funding, materials, and support for hands-on classroom projects.  
Participants: Hundreds of Santa Clara students.

Scholarship Program

Goal: Support graduating Santa Clara students in accessing higher education.  
Services: Direct financial scholarships to seniors across SCUSD high schools.  
Participants: 24 students per year (~48 total).

13. What are your primary sources of funding? How will an Art & Wine Festival Grant benefit Santa Clara youth or seniors? \*

Primary Sources of Funding

Santa Clara Schools Foundation is funded through contributions from Santa Clara Unified families, grants and sponsorships from local companies and community partners, and fundraising events held in Santa Clara, including the Art & Wine Festival and other community-based events.

How an Art & Wine Festival Grant Will Benefit Santa Clara Youth and Seniors

Funding from the Art & Wine Festival directly supports programs that expand access to educational opportunities for Santa Clara youth, particularly at high-need schools. This includes financial literacy workshops, STEAM learning projects, student leadership development through the High School Fellows program, and scholarships for graduating seniors.

Grant support allows the Foundation to serve more students, strengthen program quality, and ensure equitable access to resources that support academic success and career exploration.

My organization agrees to:

- a) Provide a minimum of eight (8) adult volunteers for the Parking Lot area, for the duration of the Art & Wine Festival on one day.
- b) Submit list of volunteers (names and assigned day & times) to the Parks & Recreation Dept. by September 10.
- c) Provide cashless payment method and accept passes provided by the Parks & Recreation Department as payment method.
- d) Adhere to the group regulations including volunteer application.

14. Please rank your preferred fundraising opportunity from 1-2, 1 = most preferred, 2 = least preferred \*

1 Parking Lot, Sunday, Sept. 20, 2026

2 Parking Lot, Saturday, Sept. 19, 2026

Organization Statement and Operational Budget

After completing the application, a confirmation email will be sent out with instructions on submitting the organization's statement and operating budget.

15. Please type in your name as acknowledgement of the terms and requirements of the application. \*

Steve Neese

# Santa Clara Schools Foundation

## Budget vs. Actuals: Budget\_FY26\_P&L - FY26 P&L

July 2025 - March 2026

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
<b>Revenue</b>				
General Fund (Unrestricted) Income				
Contributions Income (Unrestricted)				
SC Teachers Housing Foundation	7,000.00	12,000.00	-5,000.00	58.33 %
Unrestricted donations	16,817.66	10,000.00	6,817.66	168.18 %
<b>Total Contributions Income (Unrestricted)</b>	<b>23,817.66</b>	<b>22,000.00</b>	<b>1,817.66</b>	<b>108.26 %</b>
Dividends/Interest	6,066.44	4,500.00	1,566.44	134.81 %
CD Interest	1,484.23		1,484.23	
<b>Total Dividends/Interest</b>	<b>7,550.67</b>	<b>4,500.00</b>	<b>3,050.67</b>	<b>167.79 %</b>
Fund Raising income				
Annual Fund	64,014.43	25,000.00	39,014.43	256.06 %
Art and Wine Festival	12,259.94	14,500.00	-2,240.06	84.55 %
End of Year Fundraising Event		15,000.00	-15,000.00	
Poker Tournament Fees	-575.00		-575.00	
<b>Total End of Year Fundraising Event</b>	<b>-575.00</b>	<b>15,000.00</b>	<b>-15,575.00</b>	<b>-3.83 %</b>
Farm Dinner				
Farm Dinner In-Kind Income	5,010.00		5,010.00	
Farm Dinner Tickets	16,165.00	11,500.00	4,665.00	140.57 %
Farm to Table Dinner Sponsorship	10,000.00	15,000.00	-5,000.00	66.67 %
<b>Total Farm Dinner</b>	<b>31,175.00</b>	<b>26,500.00</b>	<b>4,675.00</b>	<b>117.64 %</b>
Firehouse Run	17,000.00	15,000.00	2,000.00	113.33 %
<b>Total Fund Raising income</b>	<b>123,874.37</b>	<b>96,000.00</b>	<b>27,874.37</b>	<b>129.04 %</b>
Transfers/Funding of Partnership and Restricted Programs				
Transfer to Restricted for SCSF Sponsored Scholarships	-20,000.00	-20,000.00	0.00	100.00 %
<b>Total Transfers/Funding of Partnership and Restricted Programs</b>	<b>-20,000.00</b>	<b>-20,000.00</b>	<b>0.00</b>	<b>100.00 %</b>
<b>Total General Fund (Unrestricted) Income</b>	<b>135,242.70</b>	<b>102,500.00</b>	<b>32,742.70</b>	<b>131.94 %</b>
Partnership Program Income				
Strategic Partnership Programs				
College, Career and Workforce Modernization Income	25,000.00	65,000.00	-40,000.00	38.46 %
District Staff and Student Events	25,000.00	20,000.00	5,000.00	125.00 %
Farmstand Revenue	8,537.64	20,000.00	-11,462.36	42.69 %
SocioEconomic Disadvantaged				
FRC Family Pantry	0.00		0.00	
FRC Pantry - Contributions	18,762.08	4,000.00	14,762.08	469.05 %
Holiday Gift Program		200.00	-200.00	
School Supply Project	11,243.88	13,000.00	-1,756.12	86.49 %
Steps for Success	6,291.09		6,291.09	
<b>Total FRC Family Pantry</b>	<b>36,297.05</b>	<b>17,200.00</b>	<b>19,097.05</b>	<b>211.03 %</b>
SocioEconomic Program In-Kind Income	25,710.00	8,757.00	16,953.00	293.59 %
<b>Total SocioEconomic Disadvantaged</b>	<b>62,007.05</b>	<b>25,957.00</b>	<b>36,050.05</b>	<b>238.88 %</b>
Special Education	2,000.00		2,000.00	
Coffee Cart Special Olympics Donations	457.00		457.00	

# Santa Clara Schools Foundation

## Budget vs. Actuals: Budget\_FY26\_P&L - FY26 P&L

July 2025 - March 2026

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
<b>Total Special Education</b>	<b>2,457.00</b>		<b>2,457.00</b>	
STEAM				
STEAM - General	16,100.00	31,000.00	-14,900.00	51.94 %
<b>Total STEAM</b>	<b>16,100.00</b>	<b>31,000.00</b>	<b>-14,900.00</b>	<b>51.94 %</b>
<b>Total Strategic Partnership Programs</b>	<b>139,101.69</b>	<b>161,957.00</b>	<b>-22,855.31</b>	<b>85.89 %</b>
<b>Total Partnership Program Income</b>	<b>139,101.69</b>	<b>161,957.00</b>	<b>-22,855.31</b>	<b>85.89 %</b>
Restricted and Designated Income				
Restricted/Designated Gifts				
Donations for Independence Network	32,321.00		32,321.00	
Other Restricted/Designated Gifts	5,000.00		5,000.00	
Pass Through Gifts Received	91,164.97	70,000.00	21,164.97	130.24 %
<b>Total Restricted/Designated Gifts</b>	<b>128,485.97</b>	<b>70,000.00</b>	<b>58,485.97</b>	<b>183.55 %</b>
Scholarship Income				
Callejon Scholarship Cont	3,500.00		3,500.00	
Lola Picazo Scholarship Contributions	2,000.00		2,000.00	
SCHS Class of '94 Scholarship Contributions	6,115.57		6,115.57	
SCSF Sponsored Scholarships - Transfer from General Fund	20,000.00	20,000.00	0.00	100.00 %
Twila Keeble Scholarship	1,350.00		1,350.00	
<b>Total Scholarship Income</b>	<b>32,965.57</b>	<b>20,000.00</b>	<b>12,965.57</b>	<b>164.83 %</b>
<b>Total Restricted and Designated Income</b>	<b>161,451.54</b>	<b>90,000.00</b>	<b>71,451.54</b>	<b>179.39 %</b>
<b>Total Revenue</b>	<b>\$435,795.93</b>	<b>\$354,457.00</b>	<b>\$81,338.93</b>	<b>122.95 %</b>
<b>GROSS PROFIT</b>	<b>\$435,795.93</b>	<b>\$354,457.00</b>	<b>\$81,338.93</b>	<b>122.95 %</b>
Expenditures				
General Fund Spending				
Administrative Expenses				
Accounting	980.00	6,000.00	-5,020.00	16.33 %
Bank Fees/Processing Fees	55.00	100.00	-45.00	55.00 %
Business Insurance	1,959.00	3,000.00	-1,041.00	65.30 %
Dues and Memberships	0.00	500.00	-500.00	0.00 %
Loss on Uncollectible Receivable	11,085.50		11,085.50	
Other Miscellaneous Service Cost	143.98	150.00	-6.02	95.99 %
Outside service		2,500.00	-2,500.00	
Post Office Box	210.00	200.00	10.00	105.00 %
Postage and Delivery	33.20	300.00	-266.80	11.07 %
Printing and Reproduction	509.03	500.00	9.03	101.81 %
Registry of Charitable Trusts	130.00	300.00	-170.00	43.33 %
Supplies/Misc.	16.36	500.00	-483.64	3.27 %
Technology Expense	384.45	1,000.00	-615.55	38.45 %
<b>Total Administrative Expenses</b>	<b>15,506.52</b>	<b>15,050.00</b>	<b>456.52</b>	<b>103.03 %</b>
Annual Unrestricted Gift to SCUSD		20,000.00	-20,000.00	
ED Discretionary Spending		1,000.00	-1,000.00	

# Santa Clara Schools Foundation

## Budget vs. Actuals: Budget\_FY26\_P&L - FY26 P&L

July 2025 - March 2026

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
Fundraising Event Expense	1,121.00		1,121.00	
Annual Appeal Expenses		1,000.00	-1,000.00	
Farm Dinner Expense	12,261.64	12,000.00	261.64	102.18 %
Farm Dinner In-Kind Expense	5,010.00		5,010.00	
<b>Total Farm Dinner Expense</b>	<b>17,271.64</b>	<b>12,000.00</b>	<b>5,271.64</b>	<b>143.93 %</b>
Fundraising Expenses	1,244.00	20,000.00	-18,756.00	6.22 %
<b>Total Fundraising Event Expense</b>	<b>19,636.64</b>	<b>33,000.00</b>	<b>-13,363.36</b>	<b>59.50 %</b>
Grants from General Fund				
Special Olympics Sponsorship		8,000.00	-8,000.00	
Teacher/Classroom Grants				
Teach/Class Via Donors Choose	50,347.65	70,000.00	-19,652.35	71.93 %
Teacher/Classroom Direct	4,658.77	10,000.00	-5,341.23	46.59 %
<b>Total Teacher/Classroom Grants</b>	<b>55,006.42</b>	<b>80,000.00</b>	<b>-24,993.58</b>	<b>68.76 %</b>
<b>Total Grants from General Fund</b>	<b>55,006.42</b>	<b>88,000.00</b>	<b>-32,993.58</b>	<b>62.51 %</b>
Marketing/Development	1,642.36	5,000.00	-3,357.64	32.85 %
Service Learning Fellowships		5,500.00	-5,500.00	
<b>Total General Fund Spending</b>	<b>91,791.94</b>	<b>167,550.00</b>	<b>-75,758.06</b>	<b>54.78 %</b>
Partnership Program Spending				
Strategic Partnerships/Programs				
College Career and Workforce Modernization Expenses	43,653.58	65,000.00	-21,346.42	67.16 %
VR Education Project Expenses	29,463.21		29,463.21	
<b>Total College Career and Workforce Modernization Expenses</b>	<b>73,116.79</b>	<b>65,000.00</b>	<b>8,116.79</b>	<b>112.49 %</b>
District Staff and Student Events Expenses	21,190.91	20,000.00	1,190.91	105.95 %
District Staff Event - In-Kind Expense		3,000.00	-3,000.00	
<b>Total District Staff and Student Events Expenses</b>	<b>21,190.91</b>	<b>23,000.00</b>	<b>-1,809.09</b>	<b>92.13 %</b>
Environmental Education	196.90		196.90	
Health and Wellness	4,714.06		4,714.06	
SocioEconomic Disadvantaged				
FRC Pantry and Clothing Closet Expense	7,242.58	20,000.00	-12,757.42	36.21 %
Holiday Gift Program Expense		200.00	-200.00	
School Supply Project Expenses	26,663.83	13,000.00	13,663.83	205.11 %
<b>Total FRC Pantry and Clothing Closet Expense</b>	<b>33,906.41</b>	<b>33,200.00</b>	<b>706.41</b>	<b>102.13 %</b>
SocioEconomic Program In-Kind Expenses	25,710.00	8,757.00	16,953.00	293.59 %
<b>Total SocioEconomic Disadvantaged</b>	<b>59,616.41</b>	<b>41,957.00</b>	<b>17,659.41</b>	<b>142.09 %</b>
Special Education Expenses	667.74		667.74	
STEAM				
STEAM - General	8,978.72	31,000.00	-22,021.28	28.96 %
<b>Total STEAM</b>	<b>8,978.72</b>	<b>31,000.00</b>	<b>-22,021.28</b>	<b>28.96 %</b>
Workability/Farmstand Expenses	505.95	20,000.00	-19,494.05	2.53 %
<b>Total Strategic Partnerships/Programs</b>	<b>168,987.48</b>	<b>180,957.00</b>	<b>-11,969.52</b>	<b>93.39 %</b>
<b>Total Partnership Program Spending</b>	<b>168,987.48</b>	<b>180,957.00</b>	<b>-11,969.52</b>	<b>93.39 %</b>

# Santa Clara Schools Foundation

## Budget vs. Actuals: Budget\_FY26\_P&L - FY26 P&L

July 2025 - March 2026

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
Restricted/Designated Expenditures				
Pass Through Gifts Distributed	89,800.47	70,000.00	19,800.47	128.29 %
Program Sponsorship Expenses				
Independence Network Expenses	7,284.55	8,000.00	-715.45	91.06 %
<b>Total Program Sponsorship Expenses</b>	<b>7,284.55</b>	<b>8,000.00</b>	<b>-715.45</b>	<b>91.06 %</b>
Restricted Scholarships and Awards				
Arts Grants (DKG)	2,000.00	5,000.00	-3,000.00	40.00 %
Callejon Scholarship Award	6,000.00	7,500.00	-1,500.00	80.00 %
John George Memorial Scholarship	3,500.00	2,000.00	1,500.00	175.00 %
Lola Picazo Scholarship Awards	1,000.00		1,000.00	
Loretta Claypool Memorial Scholarship Awards	6,000.00		6,000.00	
MCFCU Scholarship Awards	10,000.00	10,000.00	0.00	100.00 %
SCHS Class of '94 Scholarship Awards	2,000.00		2,000.00	
SCSF Citizenship Awards		5,000.00	-5,000.00	
SCSF Sponsored Scholarships		15,000.00	-15,000.00	
Mission Early College Sch	3,000.00		3,000.00	
SCHS Scholarships	7,500.00		7,500.00	
Wilcox HS Scholarships	3,000.00		3,000.00	
<b>Total SCSF Sponsored Scholarships</b>	<b>13,500.00</b>	<b>15,000.00</b>	<b>-1,500.00</b>	<b>90.00 %</b>
Twila Keeble Scholarship Awards	2,000.00	2,000.00	0.00	100.00 %
<b>Total Restricted Scholarships and Awards</b>	<b>46,000.00</b>	<b>46,500.00</b>	<b>-500.00</b>	<b>98.92 %</b>
<b>Total Restricted/Designated Expenditures</b>	<b>143,085.02</b>	<b>124,500.00</b>	<b>18,585.02</b>	<b>114.93 %</b>
<b>Total Expenditures</b>	<b>\$403,864.44</b>	<b>\$473,007.00</b>	<b>\$ -69,142.56</b>	<b>85.38 %</b>
NET OPERATING REVENUE	\$31,931.49	\$ -118,550.00	\$150,481.49	-26.94 %
NET REVENUE	\$31,931.49	\$ -118,550.00	\$150,481.49	-26.94 %

## View results

Respondent

2

Anonymous

28:01

Time to complete

### The 44th Annual Santa Clara Art & Wine Festival

The 44th Annual Santa Clara Art & Wine Festival will provide opportunities for local, non-profit, charitable organizations directly serving and benefiting Santa Clara residents to raise funds to support their mission. To be considered for the fundraising opportunity, organizations must represent Santa Clara youth residents, senior residents, or be a Santa Clara based non-profit organization.

Organizations selected may be assigned to manage Fatjo Field Parking Lot under the coordination and direction of the Parks & Recreation Commission and City Staff. Two (2) organizations will be chosen and assigned to manage and operate on Saturday, Sept. 19, 2026, or Sunday, Sept. 20, 2026, from 8 a.m. to 6:30 p.m. for Fatjo Field Parking Lot. Organizations selected to fundraise on Sunday, Sept. 20, 2026, will end their shift one (1) hour earlier. The organizations will manage the assigned area, collect all fees, may collect donations, may display information on organization, and keep proceeds from the event. All volunteers operating the parking lot must be adults.

The Parks & Recreation Commission will review how the organizations meet the service goals of the City, as well as evaluate the ability of the organization to provide sufficient support to manage the assigned area at the Festival.

## Parks and Recreation Commission: May 11, 2026 at 7 p.m.

Applicants will be invited to provide a five (5) minute presentation to Parks & Recreation Commission on Monday, May 11, 2026 at 7 p.m. during the Parks & Recreation Commission regular meeting. Parks and Recreation Commission meetings are held at the Sparacino Conference Room - City Hall (1500 Warburton Ave, Santa Clara, CA 95050). Applicants who fail to complete the application and provide necessary information regarding the organization or services will not be invited to present to the Commission. Complete the application process to be considered for this fundraising opportunity.

### Organizational Regulations

1) Electricity is not available. Generators are not allowed. 2) Health Department regulations prohibit distribution of food and drinks to event attendees. It is not permissible to sell or sample merchandise, food, or services. 3) Organizations may accept donations or display flyers or banners at their assigned area. 4) Organizations assigned to the Parking Lot area will be provided with two (2) tents of 10'x10', one (1) table, and four (4) chairs. 5) No balloons are allowed in the park. 6) Private vehicles are not allowed in the park. 7) Organization may park in public lots as space is available. Carpooling is encouraged. Reserved parking is not available. 8) Organization should be set up and operational during the entire assigned time and day. 9) No voice or music amplification is allowed. 10) Pets are not permitted in the park during the event. Only service animals are permitted at the event. (Resolution #16-8310).

1. Organization name: \*

Santa Clara Parade of Champions

2. Organization address: \*

1164 Loyola Dr. Santa Clara CA 95051

3. Organization phone number: \*

4. Main contact person: \*

5. Position in organization: \*

6. Main contact person phone number: \*

7. Email address: \*

8. Website address: \*

9. Federal Tax ID Status \*

501c3

509a

Other

10. Organization's Federal Tax ID Number: \*

83-2239213

11. Does your organization serve City of Santa Clara residents? \*

Yes

No

12. List the charitable programs or services and the number of participants (unduplicated count) that your organization has provided for Santa Clara resident youth & seniors over the past two (2) calendar/fiscal years. For each program/ service, please include the program name, the goal of the program, the services offered, and the number of persons served. \*

1) Youth Enrichment: Scholarships for SCHS and Wilcox 2024 & 2025: 4 students total \$2000. Community Service Graduation hours for 250 students and 3 Interns, 2) Families facing medical crisis: Donated 4500 for JW House for about 1,500 warm meals for families staying there while their loved ones receive medical care. and 3) Veteran programs at American Legion 419 donated \$3500.

13. What are your primary sources of funding? How will an Art & Wine Festival Grant benefit Santa Clara youth or seniors? \*

Sponsors, donations, Annual Live Auction and Art and Wine NPO fundraising. Money Raised support our Charitable initiatives are Youth Scholarships/Service one per school (2026 includes SCHS, Wilcox, MECHS, Kathleen MacDonald), Veterans AL419 and Meals for Families Facing Medical Crisis.

My organization agrees to:

a) Provide a minimum of eight (8) adult volunteers for the Parking Lot area, for the duration of the Art & Wine Festival on one day. b) Submit list of volunteers (names and assigned day & times) to the Parks & Recreation Dept. by September 10. c) Provide cashless payment method and accept passes provided by the Parks & Recreation Department as payment method. d) Adhere to the group regulations including volunteer application.

14. Please rank your preferred fundraising opportunity from 1-2, 1 = most preferred, 2 = least preferred \*

1 Parking Lot, Saturday, Sept. 19, 2026

2 Parking Lot, Sunday, Sept. 20, 2026

## Organization Statement and Operational Budget

After completing the application, a confirmation email will be sent out with instructions on submitting the organization's statement and operating budget.

15. Please type in your name as acknowledgement of the terms and requirements of the application. \*

Ana Vargas-Smith

# Profit and Loss YTD Comparison

## Santa Clara Parade of Champions

January 2026

DISTRIBUTION ACCOUNT	TOTAL	
	JAN 1 - JAN 31 2026	FEB 1 2025 - JAN 31 2026 (YTD)
<b>Income</b>		
Donations		
Corporate Donors		31,965.75
Individual Donors		1,999.85
<b>Total for Donations</b>		<b>\$33,965.60</b>
Events Revenue		
Auction Proceeds		13,278.08
Booth Income		4,389.72
Sponsorship		37,455.39
Ticket Sales - Events		8,382.05
<b>Total for Events Revenue</b>		<b>\$63,505.24</b>
<b>Total for Income</b>		<b>\$97,470.84</b>
<b>Cost of Goods Sold</b>		
<b>Gross Profit</b>		<b>\$97,470.84</b>
<b>Expenses</b>		
Advertising, Marketing & PR	530.25	11,119.96
Awards	1,400.00	3,600.00
Event Registration Fees	-25.00	103.75
Event Services	2,150.00	35,920.00
Office Supplies	115.00	1,834.33
Balloons		6,720.00
Bank Service Charges		\$10.00
Square Fees		30.20
<b>Total for Bank Service Charges</b>		<b>\$40.20</b>
Charitable Contributions		5,010.00
Dues & Subscriptions		518.00
Equipment Rental		15,435.94
Event Supplies		7,729.46
Insurance		2,414.00
Legal & Professional Fees		
Accounting		4,985.00
<b>Total for Legal &amp; Professional Fees</b>		<b>\$4,985.00</b>
Lodging for Event Services		116.50
Meals & Entertainment		151.80
Postage & Shipping		48.20
Travel - Parking & Tolls		22.00
<b>Total for Expenses</b>	<b>\$4,170.25</b>	<b>\$95,769.14</b>
<b>Net Operating Income</b>	<b>-\$4,170.25</b>	<b>\$1,701.70</b>

# Profit and Loss YTD Comparison

## Santa Clara Parade of Champions

January 2026

DISTRIBUTION ACCOUNT	TOTAL	
	JAN 1 - JAN 31 2026	FEB 1 2025 - JAN 31 2026 (YTD)
Other Income		
Interest Income	1.64	46.72
<b>Total for Other Income</b>	<b>\$1.64</b>	<b>\$46.72</b>
Other Expenses		
<b>Net Other Income</b>	<b>\$1.64</b>	<b>\$46.72</b>
<b>Net Income</b>	<b>-\$4,168.61</b>	<b>\$1,748.42</b>

## View results

Respondent

4

Anonymous

80:22

Time to complete

### The 44th Annual Santa Clara Art & Wine Festival

The 44th Annual Santa Clara Art & Wine Festival will provide opportunities for local, non-profit, charitable organizations directly serving and benefiting Santa Clara residents to raise funds to support their mission. To be considered for the fundraising opportunity, organizations must represent Santa Clara youth residents, senior residents, or be a Santa Clara based non-profit organization.

Organizations selected may be assigned to manage Fatjo Field Parking Lot under the coordination and direction of the Parks & Recreation Commission and City Staff. Two (2) organizations will be chosen and assigned to manage and operate on Saturday, Sept. 19, 2026, or Sunday, Sept. 20, 2026, from 8 a.m. to 6:30 p.m. for Fatjo Field Parking Lot. Organizations selected to fundraise on Sunday, Sept. 20, 2026, will end their shift one (1) hour earlier. The organizations will manage the assigned area, collect all fees, may collect donations, may display information on organization, and keep proceeds from the event. All volunteers operating the parking lot must be adults.

The Parks & Recreation Commission will review how the organizations meet the service goals of the City, as well as evaluate the ability of the organization to provide sufficient support to manage the assigned area at the Festival.

## Parks and Recreation Commission: May 11, 2026 at 7 p.m.

Applicants will be invited to provide a five (5) minute presentation to Parks & Recreation Commission on Monday, May 11, 2026 at 7 p.m. during the Parks & Recreation Commission regular meeting. Parks and Recreation Commission meetings are held at the Sparacino Conference Room - City Hall (1500 Warburton Ave, Santa Clara, CA 95050). Applicants who fail to complete the application and provide necessary information regarding the organization or services will not be invited to present to the Commission. Complete the application process to be considered for this fundraising opportunity.

### Organizational Regulations

1) Electricity is not available. Generators are not allowed. 2) Health Department regulations prohibit distribution of food and drinks to event attendees. It is not permissible to sell or sample merchandise, food, or services. 3) Organizations may accept donations or display flyers or banners at their assigned area. 4) Organizations assigned to the Parking Lot area will be provided with two (2) tents of 10'x10', one (1) table, and four (4) chairs. 5) No balloons are allowed in the park. 6) Private vehicles are not allowed in the park. 7) Organization may park in public lots as space is available. Carpooling is encouraged. Reserved parking is not available. 8) Organization should be set up and operational during the entire assigned time and day. 9) No voice or music amplification is allowed. 10) Pets are not permitted in the park during the event. Only service animals are permitted at the event. (Resolution #16-8310).

1. Organization name: \*

Santa Clara High PTSA

2. Organization address: \*

3000 Benton Street, Santa Clara, CA 95051

3. Organization phone number: \*

408-423-2600

4. Main contact person: \*

Abigail Andrade

5. Position in organization: \*

VP of Ways & Means

6. Main contact person phone number: \*

[REDACTED]

7. Email address: \*

vpwaysmeans@santaclarahsptsa.org

8. Website address: \*

<https://santaclara.santaclarausd.org/>

9. Federal Tax ID Status \*

501c3

509a

Other

10. Organization's Federal Tax ID Number: \*

23-7094431

11. Does your organization serve City of Santa Clara residents? \*

Yes

No

12. List the charitable programs or services and the number of participants (unduplicated count) that your organization has provided for Santa Clara resident youth & seniors over the past two (2) calendar/fiscal years. For each program/ service, please include the program name, the goal of the program, the services offered, and the number of persons served. \*

Over the past two years, the Santa Clara High PTSA has proudly served 1,600 students and 140 staff members through various programs designed to build community spirit and to provide support and services. These initiatives include the Freshmen Orientation BBQ, staff appreciation events, grants for leadership and student clubs, Diversity Week, Bruin PRIDE/Multilingual Learners support, and wellness center resources. We also facilitate academic and senior awards, the senior breakfast, scholarships, and Grad Night.

Beyond our school-based programs, we have remained active in the Santa Clara community. During the 2024 and 2025 Santa Clara Art & Wine Festivals, our volunteers managed ticket sales and provided supervision in the Kid Zone to 200 participants each year. We also provided beverage services to 200 residents at the Santa Clara Art & Wine Festival in 2024.

13. What are your primary sources of funding? How will an Art & Wine Festival Grant benefit Santa Clara youth or seniors? \*

Our primary source of funding is through fundraising opportunities with Santa Clara Parks & Recreation, specifically through our participation in the Santa Clara Art & Wine Festival's Kid Zone and the Santa Clara Rotary Club's wine and beverage service. Additionally, we also generate funds from our annual auction, community donations, grants, event concessions, and "Dining for Dollars" events.

The Art & Wine Festival grant will benefit our youth by providing equitable access to student experiences and volunteer opportunities for students to interact with our community.

### My organization agrees to:

a) Provide a minimum of eight (8) adult volunteers for the Parking Lot area, for the duration of the Art & Wine Festival on one day. b) Submit list of volunteers (names and assigned day & times) to the Parks & Recreation Dept. by September 10. c) Provide cashless payment method and accept passes provided by the Parks & Recreation Department as payment method. d) Adhere to the group regulations including volunteer application.

14. Please rank your preferred fundraising opportunity from 1-2, 1 = most preferred, 2 = least preferred \*

1 Parking Lot, Saturday, Sept. 19, 2026

2 Parking Lot, Sunday, Sept. 20, 2026

### Organization Statement and Operational Budget

After completing the application, a confirmation email will be sent out with instructions on submitting the organization's statement and operating budget.

15. Please type in your name as acknowledgement of the terms and requirements of the application. \*

Abigail Andrade

	Actual	Budget	Difference
<b>Cash Balance Forward</b>	\$ 33,713.50		
<b>Income</b>			
<b>Administration</b>			
Donations - General Fund	\$ 6,437.12	\$ 7,500.01	\$ (1,062.89)
Membership Receipts - Cash (belonging to unit)	0.00	75.01	(75.01)
Membership Receipts - Paypal (belonging to unit)	0.00	75.01	(75.01)
Membership Receipts - Totem (belonging to unit)	869.25	599.99	269.26
<b>Fundraisers</b>			
<b>Auction</b>	<b>60.00</b>	<b>3,000.01</b>	<b>(2,940.01)</b>
Fundraising Income - Auction	0.00	2,250.00	(2,250.00)
Fundraising Income - Auction Ticket Sales	60.00	750.01	(690.01)
<b>Goodwill</b>	<b>0.00</b>	<b>1,499.99</b>	<b>(1,499.99)</b>
Fundraising Income - Goodwill	0.00	1,499.99	(1,499.99)
<b>Spending for Dollars</b>	<b>1,104.70</b>	<b>3,124.99</b>	<b>(2,020.29)</b>
Fundraising Income - Dining for Dollars	1,104.70	2,624.99	(1,520.29)
Fundraising Income - Kendra Scott	0.00	500.00	(500.00)
<b>Programs</b>			
<b>Grad Night</b>	<b>160.00</b>	<b>13,500.00</b>	<b>(13,340.00)</b>
Program Income - GN-Donations	100.00	0.00	100.00
Program Income - GN-Donations - GN Ticket Scholarships from MCCF	0.00	3,749.99	(3,749.99)
Program Income - GN-Fundraising - Auction	0.00	2,250.00	(2,250.00)
Program Income - GN-Fundraising - Auction Ticket Sales	60.00	750.01	(690.01)
Program Income - GN-Fundraising - Graduation Drinks Sales	0.00	599.99	(599.99)
Program Income - GN-Fundraising - See's Candy	0.00	750.01	(750.01)
Program Income - GN-Grad Night Ticket Sales	0.00	5,400.00	(5,400.00)
<b>Grants to Clubs/Teachers</b>	<b>744.42</b>	<b>1,000.00</b>	<b>(255.58)</b>
Fundraising Income - Art and Wine - Kid Zone	744.42	1,000.00	(255.58)
<b>Non-Unit Income</b>			
Membership Receipts - Cash (pass thru)	0.00	200.00	(200.00)
<b>Total Income</b>	<b>\$ 9,375.49</b>	<b>\$ 30,575.01</b>	<b>\$ (21,199.52)</b>
<b>Expense</b>			
<b>Administration</b>			
Community Outreach	\$ 0.00	\$ 200.00	\$ (200.00)
Council Dinner	441.23	450.00	(8.77)
Insurance Premium	375.00	300.00	75.00
Office Supplies	120.00	75.01	44.99
Officer Training	0.00	75.00	(75.00)
Online Processing Fees	13.70	750.01	(736.31)
Other Expenses	0.00	37.49	(37.49)
Postage	0.00	50.00	(50.00)
PTAEZ Subscription	0.00	179.00	(179.00)
Tax Preparation/Fees	875.00	675.00	200.00
<b>Fundraisers</b>			
<b>Auction</b>	<b>0.00</b>	<b>937.49</b>	<b>(937.49)</b>

	<u>Actual</u>	<u>Budget</u>	<u>Difference</u>
<b>Programs</b>			
<b>Freshman Barbeque/Orientation</b>	<b>766.12</b>	<b>900.00</b>	<b>(133.88)</b>
Program Expenses - Orientation Barbeque	766.12	900.00	(133.88)
<b>Grad Night</b>	<b>788.93</b>	<b>23,112.46</b>	<b>(22,323.53)</b>
Program Expenses - GN Fundraising Auction	538.93	937.49	(398.56)
Program Expenses - GN Fundraising BOTC	0.00	975.01	(975.01)
Program Expenses - GN Graduation Drinks Sales	0.00	149.99	(149.99)
Program Expenses - GN-Administration	0.00	300.00	(300.00)
Program Expenses - GN-Artists	250.00	5,000.00	(4,750.00)
Program Expenses - GN-Decorations	0.00	374.99	(374.99)
Program Expenses - GN-Facility Charge	0.00	374.99	(374.99)
Program Expenses - GN-Food Vendors	0.00	3,749.99	(3,749.99)
Program Expenses - GN-Vendors	0.00	11,250.00	(11,250.00)
<b>Grants to Clubs/Teachers</b>	<b>1,353.49</b>	<b>3,250.00</b>	<b>(1,896.51)</b>
Program Expenses - Art and Wine - Kid Zone	744.42	1,000.00	(255.58)
Program Expenses - Grants to Clubs/Teachers	609.07	2,250.00	(1,640.93)
<b>Scholarships</b>	<b>0.00</b>	<b>1,499.99</b>	<b>(1,499.99)</b>
Program Expenses - Scholarships	0.00	1,499.99	(1,499.99)
<b>Senior Breakfast &amp; Awards</b>	<b>0.00</b>	<b>2,187.50</b>	<b>(2,187.50)</b>
Program Expenses - Academic Awards	0.00	500.00	(500.00)
Program Expenses - Senior Awards	0.00	562.50	(562.50)
Program Expenses - Senior Breakfast	0.00	1,125.00	(1,125.00)
<b>Staff Appreciation</b>	<b>1,143.45</b>	<b>3,000.00</b>	<b>(1,856.55)</b>
Program Expenses - Staff Appreciation	1,143.45	3,000.00	(1,856.55)
<b>Student Education</b>	<b>898.08</b>	<b>3,650.00</b>	<b>(2,751.92)</b>
Program Expenses - Bruin Pride/Multilingual Learners Program Support	331.00	1,000.00	(669.00)
Program Expenses - Career Day	257.79	400.00	(142.21)
Program Expenses - Student Education	263.91	1,499.99	(1,236.08)
Program Expenses - Wellness Centre	45.38	750.01	(704.63)
<b>Non-Unit Expense</b>			
Membership Disbursements - (pass-through)	0.00	200.00	(200.00)
<b>Total Expense</b>	<u>\$ 6,775.00</u>	<u>\$ 41,528.95</u>	<u>\$ (34,753.95)</u>
<b>Net Gain or Loss</b>	<u>\$ 2,600.49</u>	<u>\$ (10,953.94)</u>	<u>\$ 13,554.43</u>
<b>Total Balance</b>	<u>\$ 36,313.99</u>		

	<u>Selected Period</u>	<u>Year to Date</u>	<u>Budget</u>
<b>Cash Balance Forward</b>			
Grad Night Checking Account (Chase Bank x2538)	23,994.48	24,444.48	24,444.48
Paypal Account	0.00	0.00	0.00
PTSA Checking Account (Chase Bank x1433)	15,039.27	9,169.02	9,169.02
PTSA Savings Account (Chase Bank x1901)	100.00	100.00	100.00
Total Cash Balance Forward	\$ 39,133.75	\$ 33,713.50	\$ 33,713.50
<b>Receipts</b>			
<b>Administration</b>			
Donations - General Fund	25.00	6,437.12	10,000.00
Membership Receipts - Cash (belonging to unit)	0.00	0.00	100.00
Membership Receipts - Paypal (belonging to unit)	0.00	0.00	100.00
Membership Receipts - Totem (belonging to unit)	0.00	869.25	800.00
<b>Fundraisers</b>			
<b>Auction</b>	60.00	60.00	4,000.00
Fundraising Income - Auction	0.00	0.00	
Fundraising Income - Auction Ticket Sales	60.00	60.00	
<b>Goodwill</b>	0.00	0.00	2,000.00
Fundraising Income - Goodwill	0.00	0.00	
<b>Spending for Dollars</b>	0.00	1,104.70	4,000.00
Fundraising Income - Dining for Dollars	0.00	1,104.70	
Fundraising Income - Kendra Scott	0.00	0.00	
<b>Programs</b>			
<b>Grad Night</b>	160.00	160.00	22,500.00
Program Income - GN-Battle of the Classes Sales	0.00	0.00	
Program Income - GN-Donations	100.00	100.00	
Program Income - GN-Donations - GN Ticket Scholarships from MCCF	0.00	0.00	
Program Income - GN-Fundraising - Auction	0.00	0.00	
Program Income - GN-Fundraising - Auction Ticket Sales	60.00	60.00	
Program Income - GN-Fundraising - Graduation Drinks Sales	0.00	0.00	
Program Income - GN-Fundraising - See's Candy	0.00	0.00	
Program Income - GN-Grad Night Ticket Sales	0.00	0.00	
<b>Grants to Clubs/Teachers</b>	0.00	744.42	1,000.00
Fundraising Income - Art and Wine - Kid Zone	0.00	744.42	
Total Receipts	\$ 245.00	\$ 9,375.49	\$ 44,500.00
<b>Receipts Not Belonging to the Association</b>			
Membership Receipts - Cash (pass thru)	0.00	0.00	200.00
Total Receipts Not Belonging to the Association	\$ 0.00	\$ 0.00	\$ 200.00
<b>Expenses</b>			
<b>Administration</b>			
Community Outreach	0.00	0.00	200.00
Council Dinner	441.23	441.23	450.00
Insurance Premium	375.00	375.00	300.00
Office Supplies	0.00	120.00	100.00
Officer Training	0.00	0.00	75.00
Online Processing Fees	0.00	13.70	1,000.00
Other Expenses	0.00	0.00	50.00
Postage	0.00	0.00	50.00
PTAEZ Subscription	0.00	0.00	179.00
Tax Preparation/Fees	0.00	875.00	900.00
<b>Fundraisers</b>			
Auction	0.00	0.00	1,250.00

**Programs**

<b>Freshman Barbeque/Orientation</b>	0.00	766.12	900.00
Program Expenses - Orientation Barbeque	0.00	766.12	
<b>Grad Night</b>	308.93	788.93	29,050.00
Program Expenses - GN Fundraising Auction	308.93	538.93	
Program Expenses - GN Fundraising BOTC	0.00	0.00	
Program Expenses - GN Graduation Drinks Sales	0.00	0.00	
Program Expenses - GN-Administration	0.00	0.00	
Program Expenses - GN-Artists	0.00	250.00	
Program Expenses - GN-Decorations	0.00	0.00	
Program Expenses - GN-Facility Charge	0.00	0.00	
Program Expenses - GN-Food Vendors	0.00	0.00	
Program Expenses - GN-Vendors	0.00	0.00	
<b>Grants to Clubs/Teachers</b>	609.07	1,353.49	4,000.00
Program Expenses - Art and Wine - Kid Zone	0.00	744.42	
Program Expenses - Grants to Clubs/Teachers	609.07	609.07	
<b>Scholarships</b>	0.00	0.00	2,000.00
Program Expenses - Scholarships	0.00	0.00	
<b>Senior Breakfast &amp; Awards</b>	0.00	0.00	2,750.00
Program Expenses - Academic Awards	0.00	0.00	
Program Expenses - Senior Awards	0.00	0.00	
Program Expenses - Senior Breakfast	0.00	0.00	
<b>Staff Appreciation</b>	913.45	1,143.45	3,000.00
Program Expenses - Staff Appreciation	913.45	1,143.45	
<b>Student Education</b>	567.08	898.08	4,400.00
Program Expenses - Bruin Pride/Multilingual Learners Program Support	0.00	331.00	
Program Expenses - Career Day	257.79	257.79	
Program Expenses - Student Education	263.91	263.91	
Program Expenses - Wellness Centre	45.38	45.38	

Total Expenses	\$ 3,214.76	\$ 6,775.00	\$ 50,654.00
----------------	-------------	-------------	--------------

**Expenses Not Belonging to the Association**

Membership Disbursements - (pass-through)	0.00	0.00	200.00
<b>Total Expenses Not Belonging to the Association</b>	\$ 0.00	\$ 0.00	\$ 200.00

Net Receipts	\$ (2,969.76)	\$ 2,600.49	\$ (6,154.00)
--------------	---------------	-------------	---------------

Less:

Carry Over Funds			1,500.00
Grad Night Carry Over			2,000.00
Unallocated Reserves			24,059.50
			\$ 0.00

<b>Cash Balance</b>	\$ 36,163.99	\$ 36,313.99	
Undeposited Funds	150.00	0.00	
<b>Adjusted Cash Balance</b>	\$ 36,313.99	\$ 36,313.99	

**Checks Written**

1111	Flaviana Chelliah	Reimbursement for Grad Night Fundraising Auction supplies	308.93
4834	Flaviana Chelliah	Reimbursement to President Flaviana Chelliah for staff appreciation supplies	710.67
4835	Flaviana Chelliah	Reimbursement to President Flaviana Chelliah for insurance renewal	375.00

4836	Flaviana Chelliah	Reimbursement to President Flaviana Chelliah for Council Dinner tickets	73.87
4837	Flaviana Chelliah	Reimbursement to President Flaviana Chelliah for staff appreciation supplies	202.78
4838	Flaviana Chelliah	Reimbursement to President Flaviana Chelliah for wellness center supplies	45.38
4839	Flaviana Chelliah	Reimbursement to President Flaviana Chelliah for college day supplies	257.79
4840	Nathalie Vo	Multicultural club expense support from PTSA	100.00
4841	Celine Cheng	Multicultural Day club support	100.00
4843	Elma Hidic	Multicultural Day club support	32.70
4844	Sophia Shing	Multicultural Day club support	15.23
4845	Olivia Park	Multicultural Day club support	20.12
4846	Khanh Quoc Pham	Multicultural Night club support	87.71
4847	Benjamin Chui	Multicultural Night club support	98.74
4848	Nabayet Gebrehinet	Multicultural Night club support	100.00
4849	Flaviana Chelliah	Reimbursement to President Flaviana Chelliah for council night expenses	367.36
4850	Flaviana Chelliah	Reimbursement to President Flaviana Chelliah for workshop	263.91
4851	Priya Pudasaini	Multicultural Day support	54.57

---

Signature

---

Date



## Agenda Report

26-647

Agenda Date: 6/8/2026

### REPORT TO PARKS & RECREATION COMMISSION

#### **SUBJECT**

Discuss and Update the Parks & Recreation Commission's FY 2025/26 Work Plan Goals and Activities

#### **BACKGROUND**

Annually, the Parks & Recreation Commission has considered three to six specific, measurable, attainable, realistic, and time-bound workplan goals and/or activities for the Fiscal Year (FY). These goals are intended to focus the Commission's efforts and respond to City Council priorities within the existing budget direction and resource limitations.

The City aims to align the Boards, Commission, and Committee (BCC) workplan goals to the City Council goals on an annual cycle. The process is intended to provide:

#### **Clear Prioritization**

Each board and commission will have a defined set of objectives, making it easier for Council to assess progress and allocate staff resources efficiently.

#### **Enhanced Transparency**

Workplans will provide greater visibility into the activities and goals of advisory bodies, fostering stronger communication and accountability.

#### **Improved Coordination**

By aligning the efforts of staff and the BCC, the workplan is intended to effectively promote enhanced collaboration on citywide initiatives.

#### **Informed Decision-Making**

With a clear roadmap of each group's priorities, the City Council will be better equipped to make decisions that support both short-term needs and long-term strategic goals.

At the April 14, 2025, Regular Meeting, the Commission adopted the following Work Plan Goals for FY 2025/26:

**Goal 1:** Review park site and facility condition assessments and recommend priorities given existing and anticipated service levels and available resources. (Monthly)

**Goal 2:** Review and solicit community input on the existing City park rehabilitation projects based on the current Capital Improvement Program (CIP) budget and schedule, as well as review residential developer proposed schematic designs for new neighborhood parks that serve new residential development. (As-Needed)

**Goal 3:** Host and develop recommendations for the annual Santa Clara Art & Wine Festival 2025, participate in Citywide special events, and plan additional citywide special events. (Completed)

**Goal 4:** Participate in the Parks & Recreation Master Plan process. (Completed)

**Goal 5:** 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. (Completed)

### **DISCUSSION**

At the June 2026 meeting, the Commission will review the matrix for the Work Plan Goals (Attachment 1) and provide updates on progress made to meet the measurable objectives for FY 2025/26.

In addition to conducting a review of the Work Plan Goals matrix, the purpose of this item is to provide the opportunity for the subcommittees to report on their progress. As such, each subcommittee will provide a verbal update on their planned efforts and activities. Should an item require action by the full Commission, the item will be placed on a future agenda for discussion.

### **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 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**

Discuss and update Parks & Recreation Commission Work Plan Goals and Activities for FY 2025/26.

Prepared by: Kimberly Castro, Recreation Manager

Approved by: Damon Sparacino, Director, Parks & Recreation Department

### **ATTACHMENTS**

1. Parks & Recreation Commission Work Plan FY 2025-2026 - June



# City of Santa Clara

The Center of What's Possible

## PARKS & RECREATION COMMISSION

CHARTER, PRIORITIES, AND WORK PLAN FY  
2025/26

# **CITY CHARTER**

The City of Santa Clara charter includes the following sections that mandate the formation of a Parks & Recreation Commission and its role.

## **Sec. 1008 Parks & Recreation Commission.**

There shall be a City Parks & Recreation Commission consisting of seven members to be appointed by the City Council from the qualified electors of the City, none of whom shall hold any paid office or employment in the City government.

## **Sec. 1009 Parks & Recreation Commission – Powers and duties (Mission).**

The Parks & Recreation Commission shall have power and be required to:

- (a) Act in advisory capacity to the City Council in all matters pertaining to parks, recreation, playgrounds, and entertainment;
- (b) Consider the annual budget of the Parks & Recreation Department during the process of its preparation and make recommendations with respect thereto to the City Manager and the City Council; and
- (c) Assist in the planning and supervision of a recreation program for the inhabitants of the City, promote and stimulate public interest therein and to that end, solicit to the fullest extent possible the cooperation of school authorities and other public and private agencies interested therein. (Amended by electors at an election held March 7, 2000, Charter Chapter 11 of the State Statutes of 2000)

# **COUNCIL PRIORITIES**

In 2021, the City Council established specific priority areas. The City Council affirmed the following priority areas:

1. Deliver and Enhance High-Quality Efficient Services and Infrastructure
2. Manage Strategically Our Workforce Capacity and Resources
3. Promote and Enhance Economic, Housing and Transportation Development
4. Enhance Community Sports, Recreational and Arts Assets
5. Ensure Compliance with Measure J and Manage Levi's Stadium
6. Enhance Community Engagement and Transparency
7. Promote Sustainability and Environment Protection

# **VISION STATEMENT**

Enrich the lives and enhance the health and wellbeing of our community by supporting a vibrant, active quality of life for all ages, abilities and interests through excellent parks and recreational facilities, community services, programs, and events.

# **PRIORITIES**

Based on the Commission charter, Council Priorities, the above vision statement, values, and context from prior years, the Commission has defined its priorities and goals for the current fiscal year. The priorities are presented in this section and the goals emanating from these priorities are stated in the following section.

1. Assess facility and program conditions and recommend prioritized maintenance and improvements to facilities and programming. Include in the master plan as appropriate.
2. Identify gaps in infrastructure and programs by neighborhood. Include recommendations for updates to the master plan.
3. Identify opportunities for increasing community participation and current impediments. Recommend ways to enhance community participation and experience.
4. Review the current year Art & Wine Festival, feedback received, and lessons learned, and plan for next year's Art & Wine Festival.

# GOALS

## Goal #1:

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

Action(s)	Ad Hoc Subcommittee	Timeline	Notes	Measurable Outcomes
<p>Visit at least 12 facilities (e.g., parks, pools, centers, etc.) annually, and make notes related to how the facility is being utilized, and amenities that may be necessary to meet neighborhood / community needs with an annual presentation of findings.</p> <p>Recommendations for immediate repairs (e.g., water fountain non-operational) should be documented via MySantaClara.</p>	<p>All Commissioners</p>	<p>Ongoing</p>	<p>Provide facility map to Commissioners and track who has attended each, month by month; attempting to get at least one Commissioner to each facility.</p> <p>Simplified system would negate the need to utilize the previously used form.</p>	<p>1 - 100% of Commission members visit at least 1 (one) facility each month;</p> <p>2 – Report out on annual certified list of findings from Action(s)</p>

**Goal #2:**

**A. Review and solicit community input on the existing City park rehabilitation projects based on the current Capital Improvement Program (CIP) Budget and schedule; and**

**B. Review residential developer proposed schematic designs for new neighborhood parks that serve new residential development;**

<b>Action(s)</b>	<b>Ad Hoc Subcommittee</b>	<b>Timeline</b>	<b>Notes</b>	<b>Measurable Outcomes</b>
Improve Park Project Webpage to highlight community outreach	n/a	Completed	Complete pending map update	Webpage is revised to include opportunities for community input for Park Projects
Use data to improve metrics for park use and outreach. Work with city staff to solicit input from the community and identify and recommend improvements to improve overall metrics of all parks.	Chu DeMarco Gupta	Ongoing	Park amenity webpage has been added to allow individuals to search for specific amenities.  Placer AI pilot transitioning to long-term Agreement; metrics to be available once subscription details are finalized.	An evaluation tool is developed to evaluate the effectiveness of outreach efforts, and the Commission receives regular reports
Receive presentations organized by city staff and review residential developer proposed schematic designs for new neighborhood parks that serve new residential development	All Commissioners	Ongoing	To be presented as needed	Schematic designs for all new parks are submitted to the Commission for review and comment
Act as ambassadors for new parks and engage community to give feedback	All Commissioners	Ongoing		100% of Commission members attend at least 3 community or Council meetings to advocate on behalf of Parks and Recreation programs

As needed, attend City Council meeting(s) associated with topics the Parks & Recreation Commission has previously considered; Commissioners may choose to speak on the item should advocacy be seen as a benefit	Based on Commissioner availability	Ongoing	Ensure community input is conveyed through Commissioner public presentation	
--	------------------------------------	---------	---	--

**Goal #3:**

**A. Host and develop recommendations for the annual Santa Clara Art & Wine Festival;**

**B. Participate in Citywide Special events; and,**

**C. Plan additional citywide special events.**

Action(s)	Ad Hoc Subcommittee	Timeline	Notes	Measurable Outcomes
Participate in Art and Wine Festival planning and supervise hosting of Art and Wine Festival	All Commissioners	September 13 – 14, 2025  Completed	Fingerprinting is required; coordinate with staff to be paid for by the City	100% of Commission member volunteer for a minimum of 3 hours each day in support of the Art & Wine Festival.
Participate in Citywide Special events.	All Commissioners	Ongoing	Summer Concert Sunset Cinema July 4 <sup>th</sup> Celebration Tree Lighting Street Dance Halloween	100% of Commission member volunteer for a minimum of 3 hours per year in support of one of the Department's Special Events
Support the efforts of the City's Commissions (Cultural, Senior, Youth) to attend special events initiated by fellow Commissions and suggest new Citywide events and/or new elements to existing events to staff	All Commissioners	Ongoing	Cultural – e.g., concerts, cinema Senior – e.g., Health & Wellness Fair Youth – e.g., 5k run  Potential new - Citywide volleyball tournament	1 – annual outreach to fellow Commissions about upcoming events and needs for volunteer assistance  2 – attend special events initiated by fellow Commissions

**Goal #4:****A. Participate in the Parks & Recreation Master Plan Process**

<b>Action(s)</b>	<b>Ad Hoc Subcommittee</b>	<b>Timeline</b>	<b>Notes</b>	<b>Measurable Outcomes</b>
Receive updates from Staff	All Commissioners	Completed		Staff provides a monthly update on the status of the master plan process
Develop Subcommittees as needed	All Commissioners	Completed		All Commission members participate in focus group or other community engagement activity for the master plan process.

**Goal #5:**

**A. 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.**

<b>Action(s)</b>	<b>Ad Hoc Subcommittee</b>	<b>Timeline</b>	<b>Notes</b>	<b>Measurable Outcomes</b>
Receive updates from Staff	All Commissioners	Completed	May	A review of the proposed annual budget is placed on the Commission's agenda prior to the Council adoption of the budget.
Review Wade Brummal Grant/Scholarship requests in accordance with established policy	All Commissioners	As needed	Collection is due in early-July; annual Fall review plus as-needed	Staff provides an annual report of all Wade Brummal Grant/Scholarship requests to ensure Commission is reviewing requests in accordance with established policy

July Agenda Items

Onboard new Commissioner

Review and development of new Work Plan activities



## Agenda Report

26-648

Agenda Date: 6/8/2026

### REPORT TO PARKS & RECREATION COMMISSION

#### SUBJECT

Discuss and Develop Parks & Recreation Commission Work Plan Goals and Activities for FY 2026/27

#### BACKGROUND

Annually, the Parks & Recreation Commission has considered three to six specific, measurable, attainable, realistic, and time-bound workplan goals and/or activities for the Fiscal Year (FY). These goals are intended to focus the Commission's efforts and support City Council priorities within existing budget direction and resource limitations.

The City aims to align the Boards, Commissions, and Committees (BCC) workplan goals with the City Council goals on an annual cycle. The process is intended to provide:

#### **Clear Prioritization**

Each board and commission will have a defined set of objectives, making it easier for the City Council to assess progress and allocate staff resources efficiently.

#### **Enhanced Transparency**

Workplans will provide greater visibility into the activities and goals of advisory bodies, fostering stronger communication and accountability.

#### **Improved Coordination**

By aligning the efforts of staff and the BCC, the workplan is intended to effectively promote enhanced collaboration on citywide initiatives.

#### **Informed Decision-Making**

With a clear roadmap of each group's priorities, the City Council will be better equipped to make decisions that support both short-term needs and long-term strategic goals.

The timeline for this initiative includes beginning the development of goals and objectives at the May meeting, with finalization occurring in July or earlier. Implementation of the new workplan goals and objectives is anticipated to begin in July 2026.

#### DISCUSSION

At the June 8, 2026, Regular Meeting, commissioners will brainstorm possible goals and activities for the FY 2026/27 Work Plan. This discussion may include alternative goals and activities, commissioner work assignments for the subcommittees working on each of the goals, and related support activities.

The Parks & Recreation Commission may choose to use previous goals to guide its activities or may

---

develop new goals and activities for FY 2026/27, including the following:

**Goal 1:** Review park site and facility condition assessments and recommend priorities based on existing and anticipated service levels and available resources.

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

**Goal 3:** Support and develop recommendations for the 2026 Santa Clara Art & Wine Festival, participate in citywide special events, and plan additional citywide special events.

**Goal 4:** Participate in the Parks & Recreation Master Plan implementation.

**Goal 5:** Review the annual budget of the Parks & Recreation Department during the budget preparation process and make recommendations to the City Manager and City Council.

### **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 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**

Discuss and develop Parks & Recreation Commission Work Plan Goals and Activities for FY 2026/27.

Prepared by: Kimberly Castro, Recreation Manager

Approved by: Damon Sparacino, Director of Parks & Recreation

### **ATTACHMENT**

1. Parks & Recreation Commission Work Plan FY 2026\_27



# City of Santa Clara

The Center of What's Possible

PARKS & RECREATION COMMISSION

CHARTER, PRIORITIES, AND WORK  
PLAN

FY2026/27

# CITY CHARTER

The City of Santa Clara charter includes the following sections that mandate the formation of a Parks & Recreation Commission and its role.

## Sec. 1008 Parks & Recreation Commission.

There shall be a City Parks & Recreation Commission consisting of seven members to be appointed by the City Council from the qualified electors of the City, none of whom shall hold any paid office or employment in the City government.

## Sec. 1009 Parks & Recreation Commission – Powers and duties (Mission).

The Parks & Recreation Commission shall have power and be required to:

- (a) Act in advisory capacity to the City Council in all matters pertaining to parks, recreation, playgrounds, and entertainment;
- (b) Consider the annual budget of the Parks & Recreation Department during the process of its preparation and make recommendations with respect thereto to the City Manager and the City Council; and
- (c) Assist in the planning and supervision of a recreation program for the inhabitants of the City, promote and stimulate public interest therein and to that end, solicit to the fullest extent possible the cooperation of school authorities and other public and private agencies interested therein. (Amended by electors at an election held March 7, 2000, Charter Chapter 11 of the State Statutes of 2000)

# COUNCIL PRIORITIES

TBD

## VISION STATEMENT

Enrich the lives and enhance the health and wellbeing of our community by supporting a vibrant, active quality of life for all ages, abilities and interests through excellent parks and recreational facilities, community services, programs, and events.

## PRIORITIES

Based on the Commission charter, Council Priorities, the above vision statement, values, and context from prior years, the Commission has defined its priorities and goals for the current fiscal year. The priorities are presented in this section and the goals emanating from these priorities are stated in the following section.

1. Assess facility and program conditions and recommend prioritized maintenance and improvements to facilities and programming. Include in the master plan as appropriate.
2. Identify gaps in infrastructure and programs by neighborhood. Include recommendations for updates to the master plan.
3. Identify opportunities for increasing community participation and current impediments. Recommend ways to enhance community participation and experience.
4. Review the current year Art & Wine Festival, feedback received, and lessons learned, and plan for next year's Art & Wine Festival.

# GOALS

## **Goal #1:**

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

Action(s)	Ad Hoc Subcommittee	Timeline	Notes	Measurable Outcomes

**Goal #2:**

**A. Review and solicit community input on the existing City park rehabilitation projects based on the current Capital Improvement Program (CIP) Budget and schedule; and**

**B. Review residential developer proposed schematic designs for new neighborhood parks that serve new residential development;**

Action(s)	Ad Hoc Subcommittee	Timeline	Notes	Measurable Outcomes

**Goal #3:**

**A. Host and develop recommendations for the annual Santa Clara Art & Wine Festival;**

**B. Participate in Citywide Special events; and,**

**C. Plan additional citywide special events.**

<b>Action(s)</b>	<b>Ad Hoc Subcommittee</b>	<b>Timeline</b>	<b>Notes</b>	<b>Measurable Outcomes</b>

**Goal #4:**

**A. Participate in the Parks & Recreation Master Plan Implementation**

Action(s)	Ad Hoc Subcommittee	Timeline	Notes	Measurable Outcomes

**Goal #5:**

**A. 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.**

<b>Action(s)</b>	<b>Ad Hoc Subcommittee</b>	<b>Timeline</b>	<b>Notes</b>	<b>Measurable Outcomes</b>



## Agenda Report

26-649

Agenda Date: 6/8/2026

---

### REPORT TO PARKS & RECREATION COMMISSION

#### **SUBJECT**

Elect a Chair and Vice Chair of the Parks & Recreation Commission for FY 2026/27

#### **BACKGROUND**

At the beginning of each fiscal year (FY), the Parks & Recreation Commission (Commission) elects a Chair to facilitate the monthly meetings and a Vice Chair to preside over the meeting in the event the Chair is unavailable.

The Chair is responsible for facilitating monthly meetings, speaking at City Council meetings when necessary to convey the work of the Commission, and working with the Staff Liaison on preparation of the Commission meeting agendas. The Vice Chair assumes the responsibilities of the Chair when the Chair is not available.

#### **DISCUSSION**

A new Chair and Vice Chair will be elected at the June 2026 regular meeting of the Commission. Commissioners may nominate any individual commissioner to serve in each position (Chair, Vice Chair). Nominated commissioners can either accept or decline.

Following acceptance of a nomination, the Chair will allow for Commission discussion and public comment prior to calling for a vote. Commissioners will vote for one candidate to serve in each role. The commissioner receiving the most votes for each position will assume the responsibilities of the elected role beginning in July 2026.

#### **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.

#### **FISCAL IMPACT**

There is no fiscal impact on this action.

#### **PUBLIC CONTACT**

Public contact was made by posting the Parks & Recreation Commission 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>> or at the public information desk at any City of Santa Clara public

library.

**RECOMMENDATION**

Nominate and elect a Chair and Vice Chair for the Parks & Recreation Commission for the FY 2026/27 term.

Prepared by: Kimberly Castro, Recreation Manager

Approved by: Damon Sparacino, Director of Parks & Recreation