



City of Santa Clara

Meeting Minutes

Parks & Recreation Commission

01/17/2023

7:00 PM

Zoom Meeting

Pursuant to California Government Code Section 54953(e) and City of Santa Clara Resolution 23-9178, the Parks & Recreation Commission meeting will be held by teleconference only. No physical location will be available for this meeting; however, the City of Santa Clara continues to have methods for the public to participate remotely:

Via Zoom:

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

Meeting ID: 913 1666 5755 or

Phone: (669) 900-6833

CALL TO ORDER AND ROLL CALL

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

Present 4 - Vice Chair Dana Caldwell, Commissioner Maureen Chu, Commissioner Eversley Forte, and Chair Kelly Cox

Absent 3 - Commissioner Burt Field , Commissioner Brittany Ricketts, and Commissioner Sajid Hai

Commissioner Caldwell made a motion, seconded by Commissioner Chu to excuse Commissioners Field, Hai, and Ricketts.

Aye: 4 - Vice Chair Caldwell, Commissioner Chu, Commissioner Forte, and Chair Cox

Excused: 3 - Commissioner Field , Commissioner Hai, and Commissioner Ricketts

CONSENT CALENDAR

Commissioner Forte made a motion, seconded by Commissioner Chu to approve the Consent Calendar.

Aye: 4 - Vice Chair Caldwell, Commissioner Chu, Commissioner Forte, and Chair Cox

Excused: 3 - Commissioner Field , Commissioner Hai, and Commissioner Ricketts

- 1.A [23-1487](#) Action on the Parks & Recreation Commission Minutes of the November 15, 2022 Meeting

Recommendation: Approve the Parks & Recreation Commission Minutes of the November 15, 2022 Meeting.

PUBLIC PRESENTATIONS

None.

Commissioner Hai entered the meeting at 7:03 PM.

GENERAL BUSINESS

2. [23-1557](#) Consideration of the Proposed Schematic Design - Master Plan for a New Public Mini Park at 3000 Patrick Henry Drive (SummerHill)

Recommendation: Recommend that Council approve the proposed Schematic Design - Master Plan for the New Public Mini Park at 3000 Patrick Henry Drive.

Commission expressed their appreciation for the increase in the number of shade trees to the Schematic Design as requested, including California native shade trees that will enhance the park year round.

Commissioner Forte made a motion, seconded by Commissioner Hai to recommend that Council approve the proposed Schematic Design – Master Plan for the New Public Mini Park at 3000 Patrick Henry Drive.

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

Excused: 2 - Commissioner Field , and Commissioner Ricketts

3. [23-1527](#) Consideration of the Schematic Design - Master Plan for the New Public Mini Park at 2263 Calle Del Mundo (Ensemble Investments/Rethink Development - Tasman East Specific Plan)

Recommendation: Recommend that Council approve the proposed Schematic Design - Master Plan for the New Public Mini Park at 2263 Calle Del Mundo.

The Commission was impressed with the final Schematic Design and noted the modern appeal of the community room, which members of the community will be able to reserve for various functions.

Commissioner Chu made a motion, seconded by Commissioner Forte to recommend that Council approve the proposed Schematic Design - Master Plan for the New Public Mini Park at 2263 Calle Del Mundo.

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

Excused: 2 - Commissioner Field , and Commissioner Ricketts

4. [23-68](#) Parks & Recreation Commission Work Plan Goals for FY2022/23

Recommendation: Report on activities and efforts in support of the Commission's Work Plan Goals for FY 2022/23.

Work Plan Goals:

A: 1) Review park site and facility condition assessments and recommend priorities given existing and anticipated service levels and available resources;

Subcommittee: Vice Chair Caldwell, Commissioner Field, and Chair Cox.

Status as of 01/17/2023: The subcommittee plans to visit parks that will be considered for prioritization in the coming weeks. The subcommittee received an update from Director Teixeira regarding the Statement of Qualifications (SOQ) for Consulting Services for the Parks & Recreation Master Plan, and the Request for Proposal (RFP) for the International Swim Center (ISC) Forensic Engineering Analysis, which both have submittals due by late January 2023. Staff will soon review SOQ submittals from firms regarding the Facilities Condition Assessment for the park system.

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

Subcommittee: Commissioner Chu and Commissioner Hai.

Status as of 01/17/2023: B1. The subcommittee attended the Santa Clara Outreach Policy Meeting in December 2022 and participated in the community outreach meeting for Patrick Henry Drive in an effort to better understand how the City plans and conducts community outreach and how the Commission can improve input from park users. B2. The Commission recommended approval of two schematic designs to Council: The Proposed Schematic Design - Master Plan for the New Public Mini Park at 3000 Patrick Henry Drive (SummerHill), and the Schematic Design - Master Plan for the New Public Mini Park at 2263 Calle del Mundo (Ensemble Investments/Rethink).

C: 1) Host and develop recommendations for the annual Santa Clara Art & Wine Festival 2023; and 2) participate in Citywide Special events; and
Status as of 01/17/2023: No update.

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

Subcommittee: Commissioner Forte and Commissioner Ricketts.

Status as of 01/17/2023: The subcommittee planned to attend a local multicultural market in December 2022, however the event was rained out. The subcommittee continues to plan for the multicultural market and to right-size this element in a future event.

STAFF REPORT

Deputy Director Seale updated the Commission about basic tree risk assessments across the park system due to the recent extended inclement weather. The City Plaza Gazebo project is expected to finish in February. Construction on the Montague Park Rehabilitation Project is ongoing and a more definite timeline will be provided in February. The design firm, NUVIS, continues to work with staff in arranging site visits and obtaining as-builts to develop construction documents for the Central Park Entrance Project. The Eddie Souza Park restroom building repairs will begin in February. The bid deadline for the Magical Bride All-Inclusive Playground Project is January 19. The developer, Kylli, is developing a schematic design for the new neighborhood park at 4995 Patrick Henry Drive and seeking the community's input on the park design elements. Additional information is available on the Park Projects webpage, which he encouraged the Commission and park patrons to visit to keep track of projects.

<https://www.santaclaraca.gov/our-city/departments-g-z/parks-recreation/park-projects>

Recreation Manager Castro thanked commissioners for attending the Holiday Tree Lighting Event. The Nutcracker was held live at the Mission City Center for Performing Arts with about 200 ballet dancers. There were several successful Santa programs in December. January is the time to kick off the winter programs, and thus far the winter of 2023 registrations in out-pacing the winter of 2022 registrations significantly. The Recreation Division is preparing for the spring programs and summer camp season and looking forward to a strong aquatics season. Staff continue to work with the other commissions on their respective work plan items. The Miss Mission City scholarship competition will be held at the Community Recreation Center (CRC) on February 4, 2023. Showtime will be returning in person this year at the CRC on March 4-5.

Director Teixeira updated the Commission regarding the Cemetery Division which operates two facilities, the Agnew Historic Cemetery which has a museum, and the Mission City Memorial Park Cemetery. He encouraged commissioners to attend the upcoming Council study session in March regarding the Cemetery Division's operations, including its history, usage and finances.

COMMISSIONERS REPORT

Chair Cox walked the Tomas Aquino Trail, walked the loop at Henry Schmidt Park, and attended the Tree Lighting Ceremony.

Commissioner Caldwell attended the Tree Lighting Ceremony and continues to keep watch and clean up around Maywood Park. He commended City staff for their attentiveness to service during the recent inclement weather.

Commissioner Chu enjoyed her oldest daughter's participation in the Nutcracker. She recognized Kimberly Davis-Director, and Robin Shaddle and staff for their continuous work through the years.

Commissioner Forte worked out at Meadow Park and attended the tree Holiday Tree Lighting Ceremony.

Commissioner Hai visited Bali, Indonesia.

ADJOURNMENT

Commissioner Caldwell made a motion, seconded by Commissioner Chu to adjourn the meeting at 8:19 PM until the next Parks & Recreation Commission Meeting on February 21 at 7:00 PM.

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

Excused: 2 - Commissioner Field , and Commissioner Ricketts

MEETING DISCLOSURES

The time limit within which to commence any lawsuit or legal challenge to any quasi-adjudicative decision made by the City is governed by Section 1094.6 of the Code of Civil Procedure, unless a shorter limitation period is specified by any other provision. Under Section 1094.6, any lawsuit or legal challenge to any quasi-adjudicative decision made by the City must be filed no later than the 90th day following the date on which such decision becomes final. Any lawsuit or legal challenge, which is not filed within that 90-day period, will be barred. If a person wishes to challenge the nature of the above section in court, they may be limited to raising only those issues they or someone else raised at the meeting described in this notice, or in written correspondence delivered to the City of Santa Clara, at or prior to the meeting. In addition, judicial challenge may be limited or barred where the interested party has not sought and exhausted all available administrative remedies.

If a member of the public submits a speaker card for any agenda items, their name will appear in the Minutes. If no speaker card is submitted, the Minutes will reflect "Public Speaker."

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