



City of Santa Clara

Meeting Minutes

Parks & Recreation Commission

11/25/2024

7:00 PM

Hybrid Meeting

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

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

Join Zoom Meeting

[https://santaclaraca.zoom.us/j/7952241237?](https://santaclaraca.zoom.us/j/7952241237?pwd=bHNnZ2o4RTd2WmpmVVFicWRHc1NSZz09&omn=87398322265)

[pwd=bHNnZ2o4RTd2WmpmVVFicWRHc1NSZz09&omn=87398322265](https://santaclaraca.zoom.us/j/7952241237?pwd=bHNnZ2o4RTd2WmpmVVFicWRHc1NSZz09&omn=87398322265)

Meeting ID: 795 224 1237

Passcode: 858218

CALL TO ORDER AND ROLL CALL

Chair Hai called the Parks & Recreation Commission meeting to order at 7:02 PM

Present 6 - Vice Chair Maureen Chu, Commissioner Eversley Forte, Commissioner Derek DeMarco, Chair Sajid Hai, Commissioner Brittany Ricketts, and Commissioner Vikas Gupta

Absent 1 - Commissioner Dana Caldwell

Commissioner Chu made a motion, seconded by Commissioner Forte to excuse Commissioner Caldwell from the November 25, 2024 Parks & Recreation Commission meeting.

Aye: 6 - Vice Chair Chu, Commissioner Forte, Commissioner DeMarco, Chair Hai, Commissioner Ricketts, and Commissioner Gupta

Absent: 1 - Commissioner Caldwell

CONSENT CALENDAR

1.A [24-1093](#) Action on the Parks & Recreation Commission Minutes of the October 21, 2024, Meeting

Recommendation: Approve the Parks & Recreation Commission Minutes of the October 21, 2024, Meeting.

Commissioner Chu made a motion, seconded by Commissioner Ricketts to approve the October 21, 2024 Parks & Recreation Commission minutes as amended with the correction that Commissioner DeMarco abstaining from voting on Item 5, RTC 24-903.

Aye: 6 - Vice Chair Chu, Commissioner Forte, Commissioner DeMarco, Chair Hai, Commissioner Ricketts, and Commissioner Gupta

Excused: 1 - Commissioner Caldwell

1.B [24-1089](#) Discussion of a Parks & Recreation Commission 2025 Calendar of Meetings

Recommendation: It is recommended that the Commission recommend that the City Council adopt the proposed 2025 calendar of meetings for the Parks and Recreation Commission.

Commissioner Chu made a motion, Seconded by Commissioner Gupta to accept the 2025 Parks & Recreation 2025 Calendar of meetings.

Aye: 6 - Vice Chair Chu, Commissioner Forte, Commissioner DeMarco, Chair Hai, Commissioner Ricketts, and Commissioner Gupta

Excused: 1 - Commissioner Caldwell

PUBLIC PRESENTATIONS

None

GENERAL BUSINESS

2. [24-992](#) Approval of a Grant from the Wade Brummal Youth Sports Scholarship Program in the Amount of \$17,575 to Reimburse Santa Clara Westside Little League for Eligible Expenses Related to the 2024 Spring Season.

Recommendation: Approve a Grant in the Amount of \$17,575 from the Wade Brummal Youth Sports Scholarship Program in the Public Donations Fund to Reimburse the Santa Clara Westside Little League for Eligible Expenses Related to the 2024 Spring Season.

Commissioner Forte made a motion, seconded by Commissioner DeMarco to approve a grant in the amount of \$17,575 from the Wade Brummal Youth Sports Scholarship Program in the Public Donations Fund to reimburse the Santa Clara Westside Little League for eligible expenses related to the 2024 Spring Season.

Aye: 6 - Vice Chair Chu, Commissioner Forte, Commissioner DeMarco, Chair Hai, Commissioner Ricketts, and Commissioner Gupta

Excused: 1 - Commissioner Caldwell

3. [24-1012](#) Approval of a Grant from the Wade Brummal Youth Sports Scholarship Program in the Amount of \$11,652 to Reimburse Santa Clara Swim Club for Eligible Expenses Related to the 2022-2023 Swim Season.

Recommendation: Approve the Grant in the Amount of \$11,652 from the Wade Brummal Youth Sports Scholarship Program in the Public Donations Fund to Reimburse Santa Clara Swim Club for Eligible Expenses Related to the 2022-2023 Swim Season.

Commissioner Chu made a motion, Seconded by Commissioner DeMarco for the approval of a grant for the Wade Brummal Youth Sports Grant Scholarship Fund Program in the amount of \$11,652.29 to reimburse Santa Clara Swim Club for eligible expenses related to the 2022 - 2023 Swim Season.

Aye: 6 - Vice Chair Chu, Commissioner Forte, Commissioner DeMarco, Chair Hai, Commissioner Ricketts, and Commissioner Gupta

Excused: 1 - Commissioner Caldwell

4. [24-1003](#) Approval of a Grant from the Wade Brummal Youth Sports Scholarship Program in the Amount of \$22,240 to Reimburse the Santa Clara Youth Soccer League for Eligible Expenses Related to the 2023-2024 Soccer Season.

Recommendation: Approve a grant in the Amount of \$22,240 from the Wade Brummal Youth Sports Scholarship Program in the Public Donations Fund to reimburse the Santa Clara Youth Soccer League for eligible expenses related to the 2023-2024 Soccer Season

Commissioner Chu made a motion, Seconded by Commissioner DeMarco for the approval of a grant from the Wade Brummal Youth Sports Scholarship Program in the amount of \$22,240 to reimburse the Santa Clara Youth Soccer League for eligible expenses related to the 2023 - 2024 Soccer Season.

Aye: 6 - Vice Chair Chu, Commissioner Forte, Commissioner DeMarco, Chair Hai, Commissioner Ricketts, and Commissioner Gupta

Excused: 1 - Commissioner Caldwell

5. [24-1061](#) Receive Presentation and Provide Input on the Study Session on the Library Facilities Master Plan

Recommendation: Recommend that the Commission provide input and feedback to the Consultant on the development of the City's Library Master Plan.

The Commission provided input on the Library Master Plan, to:

- Increase library hours,
- Provide appropriate room sizes for small groups,
- Consider the ideal Central Park Library layout including parking lots, cafe, and links to other community services,
- Promote workshops, and partner with external groups to expand accessible knowledge for the community,
- Develop strategies to reduce parking demands,
- Have the Central Park Library and other libraries as destinations for residents and non-residents,
- Develop and provide reservable open space for groups,
- Develop place making and maker spaces for the community,
- Reemphasize the importance of having early education programming,
- Provide an option to have some City Council meetings at the Central Park Library, and
- Have each library branch known for a specialization.

6. [24-1137](#) Status Update on the Progress Made on the FY 2024/25 Parks & Recreation Commission's Work Plan Goals

Recommendation: Provide status update on progress made on the FY 2024/25 Parks & Recreation Commission's work plan goals.

Goal A: Review park site and facility condition assessments and recommend priorities given existing and anticipated service levels and available resources--*No Update.*

Goal B.1.: Review and solicit community input on the existing City park rehabilitation projects based on the current Capital Improvement Program (CIP) Budget and schedule--*No update.*

Goal B.2.: Review residential developer proposed schematic designs for new neighborhood parks that serve new residential development--*No update.*

Goal C.1.: Host and develop recommendations for the annual Santa Clara Art & Wine Festival 2024--*Work plan completed.*

Goal C.2.: Participate in Citywide Special events--*Commissioners will attend and participate in the 2024 Holiday Tree Lighting Event.*

Goal D.: Partner with at least one other commission to build upon/expand at least one existing Parks & Recreation event by adding one extra element for patrons to interact with during the event--*No update*

Goal E.: Participate in the Parks & Recreation Master Plan Process--*Commissioners participated in focus groups for the Parks & Recreation Master Plan and provided feedback to the Consultant (WRT).*

Goal F.: Consider the annual budget of the Parks & Recreation Department during the budget preparation process and make recommendations with respect to the City Manager and City Council--*The Commission approved three Wade Brummal Grant Scholarship requests at the November 25 Meeting.*

STAFF REPORT

Parks & Recreation Director Sparacino

The Director reminded the Commission about the upcoming Holiday Tree Lighting Event on December 6. He was pleased to meet the Commission and is looking forward to seeing the commissioners at the event. Director Sparacino has been settling into his new role and has spent much of his time meeting staff, bringing himself up to speed about the intricacies of the new role, and gaining a more in depth perspective about the department while focusing on improving efficiencies.

COMMISSIONERS REPORT**Chair Hai**

The Commissioner visited Jenny Strand Park. Over the past month he also traveled to several cities in Colombia and parts of the Andes Mountain Range.

Commissioner Chu

Commissioner Chu visited Live Oak, Thamien and Henry Schmidt Parks. The recreation building at Lick Mill Park was rented out by her daughter's Girl Scout Troop for a meeting. She commented on how amazing the recreation programming staff is. The Ballet group is gearing up for their annual performance of The Nutcracker and was very thankful to Parks & Recreation Department staff for their support. "It's a fantastic community event!". Commissioner Chu also commented on the excellence of the Santa Clara Recreational Ballet program.

Commissioner DeMarco

Commissioner DeMarco visited Agnew Park. He and his family enjoyed the recently renovated playground. He made note of the "Mini Amphitheater" within the park, although it was a little muddy due to recent rain.

Commissioner Forte

He sampled the new Silicon Valley Hopper Service for commuting. He was somewhat disappointed that the service does not currently operate throughout the entire City of Santa Clara.

Commissioner Gupta

Commissioner Gupta has committed to weekly walks on Friday mornings within his local neighborhood and has started with Maywood Park. He expressed his joy about Measure I passing and how this will greatly benefit parks and recreation facilities in the City and what it will mean for the future of aquatics and the ISC in Santa Clara.

Commissioner Ricketts: She was traveling recently and visited Portland for a week and New York, and visited a library in each city.

ADJOURNMENT

Commissioner DeMarco made a motion, seconded by Commissioner Chu to adjourn the November 25, 2024 Parks & Recreation Commission Meeting at 8:26 PM until the next regular meeting at 7:00 PM on January 13, 2025.

Aye: 6 - Vice Chair Chu, Commissioner Forte, Commissioner DeMarco, Chair Hai, Commissioner Ricketts, and Commissioner Gupta

Excused: 1 - Commissioner Caldwell

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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