



City of Santa Clara

Meeting Minutes

Parks & Recreation Commission

07/18/2023

7:00 PM

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

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

Via Zoom:

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

Meeting ID: 913 1666 5755

Or join by phone: 669-900-6833

CALL TO ORDER AND ROLL CALL

Chair Cox called the meeting to order at 7:01 PM.

Present 5 - Commissioner Maureen Chu, Commissioner Eversley Forte, Chair Kelly Cox, Commissioner Sajid Hai, and Commissioner Brittany Ricketts

Absent 2 - Vice Chair Dana Caldwell, and Commissioner Burt Field

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

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

Excused: 2 - Vice Chair Caldwell, and Commissioner Field

CONSENT CALENDAR

- 1.A [23-733](#) Action on the Parks & Recreation Commission Minutes of the May 16, 2023 Meeting

Recommendation: Approve the Parks & Recreation Commission Minutes of the May 16, 2023 Meeting.

Commissioner Chu made a motion, seconded by Commissioner Forte to recommend approval of the minutes from the May 16, 2023 meeting.

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

Excused: 2 - Vice Chair Caldwell, and Commissioner Field

PUBLIC PRESENTATIONS

John Haggerty proposed changes the Central Park pond by suggesting the large pond be changed to multiple smaller ponds and gardens in order to have fewer water foul in the park. He also referenced the Integrated Goose Management Plan.

GENERAL BUSINESS

Commissioner Field joined the meeting at 7:16 PM.

2. [23-827](#) Parks & Recreation Commission Election of Chair and Vice Chair

Recommendation: Nominate and select a Chairperson and Vice Chairperson for the Parks & Recreation Commission for the FY2023/24 term.

Commissioner Forte made a motion, seconded by Commissioner Chu to elect Commissioner Caldwell as Chair of Parks & Recreation Commission.

Aye: 6 - Commissioner Chu, Commissioner Field , Commissioner Forte, Chair Cox, Commissioner Hai, and Commissioner Ricketts

Excused: 1 - Vice Chair Caldwell

Commissioner Forte made a motion, seconded by Commissioner Chu to elect Commissioner Hai as Vice-Chair of Parks & Recreation Commission.

Aye: 6 - Commissioner Chu, Commissioner Field , Commissioner Forte, Chair Cox, Commissioner Hai, and Commissioner Ricketts

Excused: 1 - Vice Chair Caldwell

3. [23-768](#) Action to Initiate Public Input on the Henry Schmidt Park Playground Rehabilitation Project

Recommendation: Take action to initiate public input on the Henry Schmidt Park Playground Rehabilitation Project.

The Commission commented on the presentation and spoke to the importance of sustainable wood play elements in the playground, the need to have play apparatuses that do not overheat in the sun, particularly if the playground has limited shade.

Commissioner Chu made a motion, seconded by Commissioner Hai to take action to initiate public input on the Henry Schmidt Park Playground Rehabilitation Project.

Aye: 6 - Commissioner Chu, Commissioner Field , Commissioner Forte, Chair Cox, Commissioner Hai, and Commissioner Ricketts

Excused: 1 - Vice Chair Caldwell

4. [23-855](#) Action to Initiate Public Input on the Warburton Park Playground Rehabilitation Project

Recommendation: Take action to initiate public input on the Warburton Park Playground Rehabilitation Project.

The Commission was pleased that the outreach will be conducted at Warburton Park during the Sunset Cinema event on July 28. Director Teixeira also explained the funding sources for park projects and the extent of public outreach conducted to maximize community input.

Commissioner Forte made a motion, seconded by Commissioner Chu to take action to initiate public input on the Warburton Park Playground Rehabilitation Project.

Aye: 6 - Commissioner Chu, Commissioner Field , Commissioner Forte, Chair Cox, Commissioner Hai, and Commissioner Ricketts

Excused: 1 - Vice Chair Caldwell

5. [23-754](#) Receive Oral Presentation by the Golden Triangle Soccer Club (Club) President and Consider a Financial Grant in the Amount of \$2,123.69 from the Wade Brummal Youth Sports Grant Program for Club Player Equipment

Recommendation: Approve a financial grant in the amount of \$2,123.69 from the Wade Brummal Youth Sports Grant Program for Golden Triangle Soccer Club Player Equipment.

Commissioner Hai made a motion, seconded by Commissioner Forte to table the item to next month due to Golden Triangle's inability to attend the July Parks & Recreation Commission Meeting.

Aye: 6 - Commissioner Chu, Commissioner Field , Commissioner Forte, Chair Cox, Commissioner Hai, and Commissioner Ricketts

Excused: 1 - Vice Chair Caldwell

6. [23-693](#) Review and Initiate Public Input on the Park Amenities & Design Standards Manual Administrative Draft

Recommendation: Review initial draft of the Park Amenities & Design Standards and solicit public Input.

The Commission provided feedback on the initial draft of the Park Amenities & Design Standards and commented on the format of as-built documents that should be provided to the City upon completion of projects.

Commissioner Chu made a motion, seconded by Commissioner Hai to review the initial draft of the Park Amenities & Design Standards and solicit public Input.

Aye: 6 - Commissioner Chu, Commissioner Field , Commissioner Forte, Chair Cox, Commissioner Hai, and Commissioner Ricketts

Excused: 1 - Vice Chair Caldwell

7. [23-735](#) 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 07/18/2023: Commissioner Chu advised the Commission that there are a lot of public input during the Council Meeting regarding ISC. Waiting for the Forensic Study.

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 07/18/2023: Working on the landing page with IT, QR code pending. No further update at this time.

C: 1) Host and develop recommendations for the annual Santa Clara Art & Wine Festival 2023; and 2) participate in Citywide Special events

Subcommittee: Chair Cox, Commissioner Field and Commissioner Forte.

Status as of 07/18/2023: Manager Castro reported that merchandise for sale will be a commemorative wine glass, purchase optional for collectors. Beer and wine will be served in disposable and compostable cup. Commissioners have a choice of volunteering at the merchandise, information, or entertainment support booth.

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 07/18/2023: No update at this time.

STAFF REPORT

Director Teixeira informed the Commission about the newly appointed Commissioner, Vikas Gupta. Director Teixeira also announced his retirement as of September 29, 2023 after almost 15 years with the City and 28 years of combined service with other cities; 13 years with non-profit, faith-based, and youth and young adult ministries. A national search will be done for the new Parks & Recreation Director. The Director introduced Park Managers Lupe Fuentes and Doug Abernethy. Lupe Fuentes is acting as the Cemetery Operations lead since Phil Orr's retirement.

Recreation Manager Castro reported on the additional Senior Center Hours as follows:
Facility & Fitness Center, Monday & Wednesday until 7 pm; Saturday, 8 am - 12 pm; Natatorium, open 6 days per week. The Park Projects page has the links to the online survey for Henry Schmidt Park and Warburton Park. Upcoming events: Concerts in the Park at Central Park, Street Dance, and Sunset Cinema.

Park Manager Abernethy reported that Montague Playground is now open, and the Department continues to work with contractors to finish the Montague Park building. Eddie Souza building has been completely repaired and is open.

Park Manager Fuentes reported that the Parks Division now has 37 staff who are Certified Pool Operators. Magical Bridge All-Inclusive Playground construction continues, as scheduled. The City had a successful Fourth of July event in collaboration with other city departments. For the Art & Wine Festival, the Parks Division will replenish the mulch layer throughout Central Park. **Director Teixeira** shared that Park Manager Fuentes monitors all certifications for the Department.

COMMISSIONERS REPORT

Commissioner Chu: Attended the Fourth of July event. She has had inquiries about fireworks recently. She is looking forward to the Art & Wine Festival. She also asked about how vendors are selected since there is a lot of interest from the community. **Manager Castro** stated that the information is available online.

Chair Cox: Attended the Fourth of July event. Asked about After-Party Event for Art & Wine Festival on Saturday, September 16, 2023. Suggested an agenda item for next month in relation to the end of Commissioner Field's tenure with Parks & Recreation Commission.

Commissioner Field: Learned a lot during his tenure in the Commission. If help is needed for Art & Wine, he would be happy to help.

Commissioner Forte: Attended the Fourth of July event and all the Concerts in the Park series in Central Park and Live Oak Park.

Commissioner Hai: Went to Lake Berryessa (Napa, CA) and commented that it is so beautiful.

Commissioner Ricketts: Attended Fourth of July event, and said it was awesome and fun. She is looking forward to other events to dance the night away. The Wade Brummal subcommittee will meet tomorrow (July 19).

ADJOURNMENT

A motion was made by Commissioner Chu, seconded by Commissioner Hai to adjourn the Parks & Recreation Commission Meeting at 9:32 PM until the next Regular Meeting at 7:00 PM on Tuesday, August 15, 2023.

Aye: 6 - Commissioner Chu, Commissioner Field, Commissioner Forte, Chair Cox, Commissioner Hai, and Commissioner Ricketts

Excused: 1 - Vice Chair 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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