



City of Santa Clara

Meeting Minutes

Parks & Recreation Commission

06/09/2025

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/89140287145?pwd=vxTpbZL37PSa9tyNRsapnbNKFauJJP.1>

Meeting ID: 891 4028 7145

Passcode: 863597

CALL TO ORDER AND ROLL CALL

Commissioner Caldwell called the meeting to order at 7:02 PM.

Present 5 - Commissioner Dana Caldwell, Commissioner Eversley Forte, Commissioner Derek DeMarco, Commissioner Brittany Ricketts, and Commissioner Vikas Gupta

Absent 2 - Vice Chair Maureen Chu, and Chair Sajid Hai

Commissioner Forte made a motion, seconded by Commissioner Gupta to excuse Chair Hai and Vice Chair Chu from the June 9, 2025 Parks & Recreation Commission meeting. The motion carried by the following vote:

Aye: 5 - Commissioner Caldwell, Commissioner Forte, Commissioner DeMarco, Commissioner Ricketts, and Commissioner Gupta

Absent: 2 - Vice Chair Chu, and Chair Hai

CONSENT CALENDAR

1. [25-629](#) Action on the Parks & Recreation Commission Minutes of the May 12, 2025, Meeting

Commissioner Forte made a motion, seconded by Commissioner DeMarco, to recommend approval of the May 12, 2025, Parks & Recreation Commission Minutes. The motion carried by the following vote:

Aye: 5 - Commissioner Caldwell, Commissioner Forte, Commissioner DeMarco, Commissioner Ricketts, and Commissioner Gupta

Excused: 2 - Vice Chair Chu, and Chair Hai

PUBLIC PRESENTATIONS

None.

GENERAL BUSINESS

2. [25-628](#) Elect a Vice Chair of the Parks & Recreation Commission for FY 2025/26

Commissioner Forte made a motion, seconded by Commissioner DeMarco, to nominate and elect Commissioner Gupta as Vice Chair of the Parks & Recreation Commission for FY 2025/26. The motion carried by the following vote:

Aye: 5 - Commissioner Caldwell, Commissioner Forte, Commissioner DeMarco, Commissioner Ricketts, and Commissioner Gupta

Excused: 2 - Vice Chair Chu, and Chair Hai

3. [25-685](#)**Status Update on the 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.

--The Warburton Park Playground Rehabilitation Project's schematic design was approved by City Council on May 13, 2025.

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.

--No update (completed).

Goal C.2.: Participate in Citywide Special events.

--No update.

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.

--No update.

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.

--Completed.

STAFF REPORT**Director Sparacino**

Director Sparacino gave an update on the new public park near Coleman Ave/Brokaw Rd, which is almost completed, and awaiting title transfer. Commissioners will be notified when a soft opening date is determined, and when the official opening event will be scheduled in late August or September. He also mentioned that the Library is currently reviewing bids for café vendors.

Deputy Director Seale

Deputy Director Seale gave an update that the Department is finished with the first recruitment for Grounds Maintenance Workers I positions. Onboarding is expected to begin at the end of June. In addition, there will be internal promotional opportunities for Grounds Maintenance Worker staff.

Recreation Manager Castro

Recreation Manager Castro announced that the Parks Master Plan online survey is live and has already received 230 responses. She talked about the upcoming June 25th community meeting at the Senior Center which will provide another opportunity for community input on the Parks Master Plan. She also gave an update on 4th of July event.

COMMISSIONERS REPORT**Commissioner Caldwell**

Commissioner Caldwell mentioned that he saw a ground level bonfire at Maywood Park that was handled by Santa Clara Fire Department. He also brought up questions and comments that he received from a few community members.

Commission DeMarco

Commissioner DeMarco attended a dance recital and mentioned that his daughter is back in the dance program.

Commissioner Forte

Commissioner Forte attended the first concert hosted by Mission College and commented that it was very good. He spoke with the Cultural Chair who let him know that there will be music every week.

Commissioner Gupta

Commissioner Gupta observed lots of kids having fun at Magical Bridge. He visited Townsend Park in San Jose and commented that he liked that the park had a running track, open play area, and BBQ stations. It was a nice inspiration.

Commission Ricketts

Commissioner Ricketts took her grandparents to the last Health and Wellness Fair and a gardening class. She also visited Henry Schmidt Park. She mentioned that she and her friends have been getting into pickleball.

ADJOURNMENT

Commissioner DeMarco made a motion, seconded by Commissioner Gupta to adjourn the Parks & Recreation Commission Meeting at 7:39 PM until the next regular meeting on July 14, at 7:00 PM in the Sparacino Conference Room at City Hall.

Aye: 5 - Commissioner Caldwell, Commissioner Forte, Commissioner DeMarco, Commissioner Ricketts, and Commissioner Gupta

Excused: 2 - Vice Chair Chu, and Chair Hai

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.