



# City of Santa Clara

## Meeting Minutes

### Parks & Recreation Commission

10/20/2025

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**

This meeting was called to order by Chair Chu at 7:05 PM.

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

#### **CONSENT CALENDAR**

**1.A**     [25-1048](#)     Action on the Parks & Recreation Commission Minutes of the August 18, 2025, Meeting

**Recommendation:** Approve the Parks & Recreation Commission Minutes of the August 18, 2025, Meeting.

**A motion was made by Commissioner Forte and seconded by Commissioner Gupta to approve the minutes of the August 18, 2025 Parks & Recreation Commission meeting as amended.**

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

- 1.B [25-1045](#) Make a Recommendation to City Council to Adopt the Proposed 2026 Calendar of Meetings for the Parks and Recreation Commission.

**Recommendation:** The Commission makes a recommendation to the City Council to adopt the proposed 2026 calendar of meetings for the Parks and Recreation Commission.

**A motion was made by Commissioner Forte and seconded by Commissioner Gupta to recommend approval of the Parks & Recreation Commission 2026 calendar of meetings.**

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

### **PUBLIC PRESENTATIONS**

None.

### **GENERAL BUSINESS**

2. [25-1050](#) Status Update on the Progress Made on the FY 2025/26 Parks & Recreation Commission's Work Plan Goals

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

Commissioner Chu recommended to move this item to item 5 on the agenda. Commission agreed. No motion made and no vote was taken. No action was taken on this item.

3. [25-982](#) Consideration of the Revised Council-Approved Schematic Design for the New Public Park at 3905 Freedom Circle

**Recommendation:** Recommend that City Council approve the revised Schematic Design for the New Public Neighborhood Park located at 3905 Freedom Circle.

**A motion was made by Commissioner Forte and seconded by Commissioner Gupta that city council approve the revised schematic design for the new public park at 3905 Freedom Circle, with the condition of improved parking signage.**

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

4. [25-1056](#) Recommend a Nominee(s) as the 2025 Honorary Holiday Tree Lighter

**Recommendation:** Recommend a nominee(s) to serve as the 2025 Honorary Holiday Tree Lighter.

**Commissioner Chu made a motion, seconded by Commissioner Forte to recommend Wanda Buck as the 2025 Honorary Tree Lighter.**

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

5. [25-756](#) Action on Proposed Definitions for Aquatic Facility Use Categories, Priorities of Use and a Proposed Amendment to the Fiscal Year 2025/26 Municipal Fee Schedule and Proposed Adjustments through Fiscal Year 2028/29

**Recommendation:** Recommend that the City Council:

1. Adopt Definitions for Aquatic Facility Use Categories;
2. Adopt Priorities of Aquatics Facility Use; and,
3. Approve Proposed Amendment to the FY 2025/26 Municipal Fee Schedule through Fiscal Year 2028/29

**Commissioner DeMarco made a motion, seconded by Commissioner Gupta to continue this item to next month, specifically directing staff to flesh out the categories, specifically the government use/non-residential non-commercial use.**

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

**STAFF REPORT****Parks & Recreation Director Sparacino**

The Director has nothing new to report other than next month we have the tree lighting. No major updates. There are no updates for the dog park but he hopes to have some soon. As a reminder, the department is showing Coco in Mission City Memorial Park for Dia De Los Muertos.

**Recreation Manager Castro**

Recreation Manager Castro says MacDonald High School PTSA did not make a lot of revenue at Art & Wine and would like to rethink how non profits participate in the festival for next year and what pieces they can help with other than food. She invites anyone to brainstorm with her and staff. The Nebula Rider's last day is November 14th. Spooktaclara and Diwali event are coming up.

**Senior Management Analyst McDowell**

She gave an update on ISC construction drawings and staff workshop. All representative departments were involved. We summarized all the comments and turned them in. We expect they will turn in 100 percent drawings by November 6th. She says we are getting close on physical designs and shovel to the ground potentially in February 2026. More to follow. Eight new grounds maintenance workers were brought in July, three additional in October, with one starting in November. Priscilla Candel-Ramirez is the new Staff Aide in the admin office. She started in October.

**COMMISSIONERS REPORT**

**Chair Caldwell:** He had a great time working at the Art & Wine Festival. He drove in the Parade of Champions. He also visited Maywood Park, Fremont Park and the Senior Center. He appreciated that the parks and Senior Center were in great shape.

**Commissioner Chu:** She was excited and thankful for the Nutcracker's new ticketing system. In recent years the performance has been general seating, it is now going back to assigned seating.

**Commissioner DeMarco:** He walked to Bowers Park many times with his wife. He noticed graffiti and excessive trash in the park. He was pleased to hear about the newly hired grounds maintenance workers. He hoped the increase in staff will help with the upkeep of the park.

**Commissioner Forte:** He worked both days of the Art & Wine Festival. He also attended the Parade of Champions.

**Commissioner Gupta:** He attended the State of the City. He was happy he had the opportunity to see the fantastic dance performance twice. Commissioner Gupta visited Central Park and was pleased to see the Magical Bridge being enjoyed by many visitors. He had worried the Magical Bridge Playground would not be used to full capacity. He also visited Maywood Park. He commented that the park felt like a gerrymandered park now that the school had taken over a portion of it. He disliked the solar panels and noted the character of the park had changed.

**Commissioner Souza:**  
He enjoyed the Art & Wine Festival. He thought the music and crowd were very good this year. He also attended the Parade of Champions and visited War Memorial Park. He continued his weekly visit to the Senior Center for fitness classes. He was impressed by the new fitness equipment.

**ADJOURNMENT**

**Commissioner DeMarco made a motion, seconded by Commissioner Caldwell to adjourn the Parks & Recreation Commission Meeting at 8:58 PM until the next regular meeting on November 10, 2025, at 7:00 PM in the Sparacino Conference Room at City Hall.**

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

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