



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 Vice Chair Vikas Gupta

Absent 1 - Chair Maureen Chu

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 Vice Chair Gupta

Absent: 2 - Chair Chu, and Hai

CONSENT CALENDAR

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

Recommendation: Approve 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 Vice Chair Gupta

Excused: 2 - Chair Chu, and Hai

PUBLIC PRESENTATIONS

None.

GENERAL BUSINESS

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

Recommendation: Nominate and elect a Vice Chair for the Parks & Recreation Commission for the FY 2025/26 term.

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 Vice Chair Gupta

Excused: 2 - Chair Chu, and Hai

3. [25-685](#) 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.

--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 Vice Chair Gupta

Excused: 2 - Chair Chu, and Hai

MEETING DISCLOSURES

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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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