



# City of Santa Clara

## Meeting Minutes

### Parks & Recreation Commission

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08/17/2021

7:00 PM

Virtual Meeting

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Pursuant to the provisions of California Governor's Executive Order N-29-20, issued on March 17, 2020, to prevent the spread of COVID-19, the City of Santa Clara has implemented methods for the public to participate remotely:

Via Zoom:

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

Meeting ID: 913 1666 5755 or

Phone: (669) 900-6833

The meeting set-up is in line with the recommendations of the COVID-19 White House Task Force, which notes no more than ten (10) people gathering. The Chair will be present for the meeting with the staff liaison and commissioners participating remotely.

#### **CALL TO ORDER AND ROLL CALL**

**Chair Forte called the Parks & Recreation Commission Meeting to order at 7:00 PM.**

**Present** 6 - Commissioner Andrew Knaack, Commissioner Joe Martinez, Commissioner Dana Caldwell, Vice Chair Burt Field, Commissioner Sajid Hai, and Chair Eversley Forte

**Absent** 1 - Commissioner Kelly Gonzalez

**Commissioner Knaack made a motion, seconded by Commissioner Martinez, to excuse Commissioner Gonzalez.**

**Aye:** 6 - Commissioner Knaack, Commissioner Martinez, Commissioner Caldwell, Vice Chair Field, Commissioner Hai, and Chair Forte

**Excused:** 1 - Commissioner Gonzalez

**CONSENT CALENDAR**

- 1.A [21-1021](#) Action on the Parks & Recreation Commission Minutes of the July 20, 2021 Meeting

**Recommendation:** Approve the Parks & Recreation Commission Minutes of the July 20, 2021 Meeting

**Commissioner Hai made a motion, seconded by Commissioner Caldwell, to approve the minutes of the July 20, 2021 Meeting.**

**Aye:** 6 - Commissioner Knaack, Commissioner Martinez, Commissioner Caldwell, Vice Chair Field, Commissioner Hai, and Chair Forte

**Excused:** 1 - Commissioner Gonzalez

**PUBLIC PRESENTATIONS**

None.

**GENERAL BUSINESS**

2. [21-1124](#) Recommend Nominee(s) for Consideration as the “Honorary Holiday Tree Lighter 2021” for the Annual Holiday Tree Lighting Ceremony on Friday, December 3, 2021.

**Recommendation:** Recommend a nominee, or nominees to the Mayor for consideration as “Honorary Holiday Tree Lighter 2021.”

**Commissioner Caldwell made a motion, seconded by Commissioner Hai, to continue this item to the September 21, 2021 Parks & Recreation Commission Meeting.**

**Aye:** 6 - Commissioner Knaack, Commissioner Martinez, Commissioner Caldwell, Vice Chair Field, Commissioner Hai, and Chair Forte

**Excused:** 1 - Commissioner Gonzalez

3. [21-1022](#) Parks & Recreation Commission Work Plan Goals for FY2021/22

**Recommendation:** Continue progress on Parks & Recreation Commission Work Plan Goals for FY 2021/22 and appoint subcommittee(s) as needed.

The subcommittee for Work Plan Goal D will meet between September and October to meet onsite at the future 30+ acre community park site on an upcoming Thursday afternoon. Commissioners were encouraged to visit Westwood Oaks Park to become familiar with the layout of the park, as the next major rehabilitation project will be at this site and robust community outreach will be forthcoming.

**STAFF REPORT**

**Deputy Director Seale** provided an update regarding park projects. Staff conducted the initial Westwood Oaks Park site visit with Gates + Associates team. Montague Park Rehabilitation Project is in the final phases of review before going out to bid. The Gazebo Project at City Plaza Park, and the Fairway Glen Restroom Project are both in the design phase. The Senior Center fitness area has new equipment and is open. Henry Schmidt Park's flooring is complete and programming have already started there. The Parks Division is actively addressing the impact of the drought by reducing irrigation usage by 15 - 20% and not irrigating any zones more than three times per week. The water fountain at Civic Center has already been turned off due to the drought. The Department has resumed Ulistac Natural Area monthly meetings while adhering to the master plan for the park.

**Recreation Manager Castro** provided an update regarding Celebrate Santa Clara, and requested Commissioners to volunteer for each of the developers' booths from 1 - 3:30 PM or 3:30 - 5 PM. The Gateway Crossing survey is closed, and the Freedom Circle survey will go live either Wednesday, August 18 or Thursday, August 19 and remain open for at least three weeks. Santa Clara Rotary will handle beer and wine sales, donating their proceeds to programs that impact Santa Clara youth. There will be 15 artists, a crafts the kids area, food vendors, and signage throughout the park recommending visitors to wear masks. The House Rockers will be the headliner entertainment at Celebrate Santa Clara. The Senior Center is open from 7 AM - 3 PM, indoor dining has already started, and no appointments necessary. Natatorium repairs are ongoing and will not be opening for a few months. The online Fall Activity Guide is out and registration is continuing at a brisk pace. Classes are starting on Monday, August 23. Youth Activity Center/Teen Center has about 75-80 kids participating in programs on a daily basis.

**COMMISSIONERS REPORT**

**Chair Forte:** Visited Lick Mill Park.

**Commissioner Caldwell:** Visited City Plaza Park and the gazebo area, as well as Raymond G. Gamma Dog Park

**Commissioner Hai:** Visited Jenny Strand Park, played basketball there with a group of students, and passed by Westwood Oaks Park.

**Commissioner Knaack:** Visited Mission City Memorial Park (the Cemetery), Everett Alvarez Jr. Park, Thomas Barrett Park. Warburton Park, Eddie Souza Park, San Tomas Aquino Trail, Bowers Park, Bracher Park, Machado Park, Meadow Park, Lawrence Station Area Parks, Larry J. Marsalli Park, Fremont Park, Civic Center Park, and attended Sunset Cinema, and congratulated staff for the great turn out.

**Commissioner Martinez:** Visited Mission City Memorial Park, and Raymond G. Gamma Dog Park.

**Vice Chair Field:** Visited Youth Soccer Park for the blood drive. He noted the natural grass fields at Youth Soccer Park are in pristine condition.

**ADJOURNMENT**

**Commissioner Caldwell made a motion, seconded by Commissioner Field, to adjourn the meeting until the next regularly held Parks & Recreation Commission meeting at 7:00 PM on Tuesday, September 21, 2021.**

**Aye:** 6 - Commissioner Knaack, Commissioner Martinez, Commissioner Caldwell, Vice Chair Field, Commissioner Hai, and Chair Forte

**Excused:** 1 - Commissioner Gonzalez

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.