



City of Santa Clara

Meeting Minutes

Parks & Recreation Commission

04/14/2025

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

Chair Hai called the meeting to order at 7:09 PM.

Present 6 - Commissioner Dana Caldwell, Vice Chair Maureen Chu, Commissioner Eversley Forte, Commissioner Derek DeMarco, Chair Sajid Hai, and Commissioner Vikas Gupta

Absent 1 - Commissioner Brittany Ricketts

CONSENT CALENDAR

1. [25-317](#) Action on the Parks & Recreation Commission Minutes of the March 10, 2025, Meeting

Recommendation: Approve the Parks & Recreation Commission Minutes of the March 10, 2025, Meeting.

Commissioner DeMarco made a motion, seconded by Commissioner Chu, to recommend approval of the March 10, 2025 Parks & Recreation Commission Minutes. The motion carried by the following vote:

Aye: 6 - Commissioner Caldwell, Vice Chair Chu, Commissioner Forte, Commissioner DeMarco, Chair Hai, and Commissioner Gupta

Absent: 1 - Commissioner Ricketts

PUBLIC PRESENTATIONS

None.

GENERAL BUSINESS

2. [25-364](#) Receive Presentation and Provide Input on the Creek Trail Network Expansion Master Plan Project

Recommendation: Provide input on Creek Trail Network Expansion Master Plan Project.

The Commission received the presentation and provided feedback to the Project Team. The Commission looks forward to receiving an update regarding the trail concept designs once they are deemed feasible and are ready to be presented to the public for comment later in spring/summer 2025.

3. [25-333](#) Receive a Presentation and Progress Report on the Parks & Recreation Master Plan Process

Recommendation: Receive the Parks & Recreation Master Plan Progress Report presentation and provide feedback.

The Commission received the presentation and progress report from the Parks & Recreation Master Plan Consultant, and provided feedback particularly regarding data analytics, current trends, and benchmarking with neighboring and comparable cities.

4. [25-342](#) 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.

--No update.

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.

--No update.

5. [25-318](#) Discuss and Develop Parks & Recreation Commission Work Plan Goals and Activities for FY 2025/26

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

Goal A: Review park site and facility condition assessments and recommend priorities given existing and anticipated service levels and available resources.

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.

Goal B.2.: Review residential developer proposed schematic designs for new neighborhood parks that serve new residential development.

Goal C.1.: Host and develop recommendations for the annual Santa Clara Art & Wine Festival 2024.

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

Goal C.3.: Plan Additional citywide special events.

Goal E.: Participate in the Parks & Recreation Master Plan Process.

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.

Commissioner Chu made a motion, seconded by Commissioner Gupta to delete Goal D and include a new sub-goal for Goal C to "Plan additional citywide special events". The motion carried by the following vote:

Aye: 6 - Commissioner Caldwell, Vice Chair Chu, Commissioner Forte, Commissioner DeMarco, Chair Hai, and Commissioner Gupta

Absent: 1 - Commissioner Ricketts

STAFF REPORT**Deputy Director Seale**

Deputy Director Seale confirmed that the bid for foot traffic data and analytics has been posted. The bid closes on May 14, 2025.

Director Sparacino

Director Sparacino provided updates on Council support for moving forward with “Option B” of Phase 1 of the ISC, where the pools will be renovated, including the pool decks, drain system, diving tower, mechanical room, etc. He mentioned that on the same night, Council also received information from staff regarding how the City will be moving forward with creating a Bond Compliance Oversight Committee. He provided a recap of the bond expenditure plan as it relates to parks, libraries, Senior Center, and aquatics facilities for a total of \$115,258,750. Given the current trajectory of the ISC, there will be enough funds to also look at other aquatic facilities in the community.

COMMISSIONERS REPORT**Chair Hai**

Chair Hai visited two parks.

Commissioner Caldwell

Commissioner Caldwell attended the Ethics Training and thought that it was much better to attend in person than online. He visited Maywood Park and caught the beginning of Sunset Cinema's movie night. He mentioned there was a fair amount of people, and the movie drew an adult crowd. He noted that the sound system was phenomenal.

Commissioner Chu

Commissioner Chu attended the Ethics Training and won the trivia contest.

Commissioner DeMarco

Commissioner DeMarco confirmed that he did not receive a Santa Clara Activity Guide brochure. He inquired about why one of the gates at Magical Bridge has been closed. Deputy Director Seale confirmed that the gate was broken and staff was in contact with the Contractor and the manufacturer for follow up and repair.

Commissioner Forte

Commissioner Forte attended the multicultural festival in Mountain View. He connected with commissioners from Mountain View and Santa Clara County. He mentioned they are open to sharing their knowledge about hosting these types of events in the future. He noted the festival did not have food vendors, however, they promoted local eateries and encouraged attendees to visit food vendors during the festival.

Commissioner Gupta

Commissioner Gupta attended the Council Meeting in support of option B for the ISC. He expressed his appreciation towards staff for having a clear focus of the end goal and thinking outside of the box.

ADJOURNMENT

Commissioner DeMarco made a motion, seconded by Commissioner Chu to adjourn the Parks & Recreation Commission Meeting at 9:30 PM until the next regular meeting on May 12, 2025, at 7:00 PM in the Sparacino Conference Room at City Hall.

Aye: 6 - Commissioner Caldwell, Vice Chair Chu, Commissioner Forte, Commissioner DeMarco, Chair Hai, and Commissioner Gupta

Absent: 1 - Commissioner Ricketts

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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