



# City of Santa Clara

## Meeting Minutes

### Parks & Recreation Commission

03/19/2024

7:00 PM

Hybrid Meeting  
Cafeteria - City Hall East Wing  
1500 Warburton Avenue  
Santa Clara, CA 95050

**Vice-Chair Sajid** Hai will be participating from the following remote location:  
468 Lakewater Estates Dr., Stone Mountain, GA 30087

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).

Via Zoom:

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

Meeting ID: 913 1666 5755

Or join by phone: 669-900-6833

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

**Chair Caldwell** called the meeting to order at 7:08 PM.

#### **Approved Staff Recommendation**

**Present** 6 - Chair Dana Caldwell, Commissioner Maureen Chu, Commissioner Eversley Forte, Commissioner Kelly Cox, Vice Chair Sajid Hai, and Commissioner Vikas Gupta

**Absent** 1 - Commissioner Brittany Ricketts

**Chair Caldwell** informed the Commission that **Commissioner Ricketts** will be absent from the meeting.

**Commissioner Cox** made a motion, seconded by **Commissioner Hai** to excuse **Commissioner Ricketts**.

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

**Excused:** 1 - Commissioner Ricketts

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**CONSENT CALENDAR**

1. [24-114](#) Action on the Parks & Recreation Commission Minutes of the January 16, 2024 Meeting

**Recommendation:** Approve the Parks & Recreation Commission Minutes of the January 16, 2024 Meeting.

**Commissioner Chu made a motion, seconded by Commissioner Forte to approve the Parks & Recreation Commission minutes of the January 16 2024 Meeting.**

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

**Absent:** 1 - Commissioner Ricketts

**PUBLIC PRESENTATIONS**

None.

**GENERAL BUSINESS**

2. [24-596](#) Consideration of the Updated Conceptual Design of a New Public Neighborhood Park at 3005 Democracy Way (Kylli)

**Recommendation:** Provide comments to the Developer on the updated Conceptual Design presented for a new neighborhood park to be located at 3005 Democracy Way.

**The Commission received the presentation and inquired about the connectivity and proximity of the parks to trails and how the change in park size would impact future residents.**

3. [24-234](#) Action to Initiate the Formal Community Input Process on the Proposed Schematic Design of a New Public Mini Park at 4590 Patrick Henry Drive

**Recommendation:** Invite public comment and provide input on the initial Schematic Design of a New Public Mini Park at 4590 Patrick Henry Drive.

**Commissioner Chu made a motion, seconded by Commissioner Gupta, to invite public comment and provide input on the initial schematic design of a new public mini park at 4590 Patrick Henry Drive.**

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

**Excused:** 1 - Commissioner Ricketts

4. [24-292](#) Review and Approve a Draft Presentation of Parks & Recreation Commission's Goals and Accomplishments for the Joint Dinner with the City Council on April 9, 2024.

**Commissioner Chu made a motion, seconded by Commissioner Cox that Chair Caldwell give the presentation and work with staff on the final presentation of the goals and accomplishments.**

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

**Excused:** 1 - Commissioner Ricketts

5. [24-265](#) Action to Review and Consider Approval of Visitation Forms for Parks & Recreation Commissioners to Evaluate Special Events, Park Site Visits, and Pool Facility Visits

**Recommendation:** Approve visitation forms for Parks & Recreation Commissioners to evaluate special events, park site visits, and pool facility visits.

**Deputy Director Seale** stated that staff will finalize version of the visitation forms and make them available to the Commission. Completed visitation forms will be filed for future reference.

**Commissioner Chu made a motion, seconded by Commissioner Forte, to approve visitation forms for Parks & Recreation Commissioners to evaluate special events, park site visits and pool facility visits.**

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

**Excused:** 1 - Commissioner Ricketts

6. [24-309](#) Action to Amend the Parks & Recreation Commission Meeting Calendar to Avoid Conflict with City Council Meetings

**Recommendation:** Recommend that City Council approve a resolution to amend the Parks & Recreation Commission Meeting Calendar to avoid future conflicts with City Council meetings.

**Commissioner Chu made a motion, seconded by Commissioner Hai to recommend that the City Council approve a resolution to amend the day and time of regular meetings for the Parks & Recreation Commission to be the 2nd Monday of the month at 7:00 PM to avoid future conflicts with City Council meetings.**

**Aye:** 5 - Chair Caldwell, Commissioner Chu, Commissioner Forte, Vice Chair Hai, and Commissioner Gupta

**Excused:** 1 - Commissioner Ricketts

**Abstained:** 1 - Commissioner Cox

7. [24-135](#) Parks & Recreation Commission Work Plan Goals for FY2023/24

**Recommendation:** Discussion and action on the activities and efforts in support of the Commission's Work Plan Goals for FY 2023/24.

**Commissioner Forte:** Spoke about meeting with the Cultural Commission. The Multi-Cultural Market event has been rescheduled for 2025.

**STAFF REPORT**

**Deputy Director Seale** provided an update on the Community Sports Group Meeting on Thursday, March 14, which provided feedback from the user groups who utilize sports fields. He provided an update on the International Swim Center (ISC) and shared reports from Santa Clara County, and the City's Building Division, all of which are available for the public on the City's website: <https://www.santaclaraca.gov/our-city/departments-g-z/parks-recreation/classes-activities/swimming/international-swim-center>

Staff will provide additional updates on the ISC at a City Council Meeting in late April 2024.

**Recreation manager Castro** gave an update on the upcoming Recreational events and Robert Jones Junior Theater Sponge Bob performances.

**COMMISSIONERS REPORT**

**Chair Caldwell** visited Westwood Oaks Park playground to see the positive progress with construction. He also commented on the construction progress of the Magical Bridge All-Inclusive Playground in Central Park.

**Commissioner Chu** noted the aging parks buildings (Lick Mill Park and Henry Schmidt Park). She commented on the length of the grass at Live Oak park after the recent rain.

**Commissioner Cox** was present for the participant pickup at Reed & Grant Sports field. She commented on her recent trip to Scottsdale AZ and how that city incorporated their parks with outdoor retail and dining areas.

**Commissioner Forte** visited Central Park and noted the progress of the Magical Bridge All-Inclusive Playground.

**Commissioner Gupta** visited Central Park and was pleased with the progress of the Magical Bridge All-Inclusive Playground. He also visited Homeridge Park and noted that it was in need of renovations at the eastern side of the park. He visited Maywood Park and commented on the grass height.

**ADJOURNMENT**

**Commissioner Chu made a motion, seconded by Commissioner Cox to adjourn the Parks & Recreation Commission meeting at 9:33 PM until the next Parks & Recreation Commission meeting on Tuesday, April 16, 2024, at 7:00 PM.**

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

**Excused:** 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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