



City of Santa Clara

Meeting Minutes

Parks & Recreation Commission

03/10/2025

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 7:07 PM.

- Present** 4 - Commissioner Dana Caldwell, Commissioner Eversley Forte, Commissioner Derek DeMarco, and Commissioner Vikas Gupta
- Absent** 3 - Vice Chair Maureen Chu, Chair Sajid Hai, and Commissioner Brittany Ricketts

Commissioner Forte made a motion, seconded by Commissioner DeMarco to excuse Commissioner Hai from the March 10, 2025 Parks & Recreation Commission meeting. The motion carried by the following vote:

- Aye:** 4 - Commissioner Caldwell, Commissioner Forte, Commissioner DeMarco, and Commissioner Gupta
- Absent:** 3 - Vice Chair Chu, Chair Hai, and Commissioner Ricketts

Commissioner Forte made a motion, seconded by Commissioner DeMarco to excuse Commissioner Chu from the March 10, 2025 Parks & Recreation Commission meeting. The motion carried by the following vote:

Aye: 4 - Commissioner Caldwell, Commissioner Forte, Commissioner DeMarco, and Commissioner Gupta

Absent: 3 - Vice Chair Chu, Chair Hai, and Commissioner Ricketts

CONSENT CALENDAR

- 1. [25-260](#) Action on the Parks & Recreation Commission Minutes of the February 10, 2025, Meeting

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

Commissioner DeMarco made a motion, seconded by Commissioner Gupta, to recommend approval of the February 10, 2025 Parks & Recreation Commission Minutes as amended, by correctly stating the annual Senior Center Membership for Santa Clara residents is \$37 per year. The motion carried by the following vote:

Aye: 4 - Commissioner Caldwell, Commissioner Forte, Commissioner DeMarco, and Commissioner Gupta

Excused: 2 - Vice Chair Chu, and Chair Hai

Absent: 1 - Commissioner Ricketts

PUBLIC PRESENTATIONS

None.

GENERAL BUSINESS

- 2. [25-293](#) Make a Recommendation to City Council to Adopt Updated Definitions for Field User Categories, Field User Priorities of Use, and Relevant Recreation Fields and Turf Areas Reservations: Practice & Games Fees for the Municipal Fee Schedule 2025/26.

Recommendation: Make a Recommendation to City Council to Adopt Updated Definitions for Field User Categories, Field User Priorities of Use, and Relevant Recreation Fields and Turf Areas Reservations: Practice & Games Fees for the Muni Fee Schedule 2025/26.

Commissioner Gupta made a motion, seconded by Commissioner Forte to recommend to City Council to adopt Updated Definitions for Field User Categories, Field User Priorities of Use, and Relevant Recreation Fields and Turf Areas Reservations: Practice & Game Fees for the Muni Fee Schedule 2025/26.

Aye: 4 - Commissioner Caldwell, Commissioner Forte, Commissioner DeMarco, and Commissioner Gupta

Excused: 2 - Vice Chair Chu, and Chair Hai

Absent: 1 - Commissioner Ricketts

3. [25-325](#) Review and Make Recommendations to City Council regarding the Land Valuation Appraisal Report Dated December 31, 2024, and the Park Development Costs Proposed to be Used in the Calculation of Parkland In-Lieu Fees for New Residential Development for FY 2025/26

Recommendation: Recommended that the Commission solicit input from the public and provide recommendations to the City Council on the following:

- (a) The Land Valuation Appraisal Report dated December 31, 2024; and
- (b) The proposed adjustment of 2.3% to the Park Improvement Value in alignment with the State of California, Department of General Services Construction Cost Index (CCCI) and prior Council direction.

Commissioner Gupta made a motion, seconded by Commissioner Forte to recommend to City Council to accept the Land Valuation Appraisal Report dated December 31, 2024, and the Park Development Costs proposed to be used in the calculation of Parkland In-Lieu Fees for new residential development for FY 2025/26

Aye: 4 - Commissioner Caldwell, Commissioner Forte, Commissioner DeMarco, and Commissioner Gupta

Excused: 2 - Vice Chair Chu, and Chair Hai

Absent: 1 - Commissioner Ricketts

4. [25-313](#) Discussion and Development of 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.

A motion was made by Commissioner DeMarco, seconded by Commissioner Forte, that this item be continued at the next regular Parks & Recreation Commission meeting on April 14, 2025. The motion carried by the following vote:

Aye: 4 - Commissioner Caldwell, Commissioner Forte, Commissioner DeMarco, and Commissioner Gupta

Excused: 2 - Vice Chair Chu, and Chair Hai

Absent: 1 - Commissioner Ricketts

5. [25-261](#) 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.

STAFF REPORT**Deputy Director Seale**

Over the last few days there has been an increase in vandalism at park buildings, most notably Agnew Park, and the community building restroom at Lawrence Station Area Parks. Santa Clara PD has been very responsive to the increase in vandalism.

Director Sparacino

The Commission will have the opportunity to provide interactive feedback regarding the FY 2025/26 Work Plan, and the Parks Master Plan. The Commission's feedback relative to community prioritization will help outline the Master Plan. Council briefings will be based on what is heard from community and Parks & Recreation Commission.

The Director provided updates on items going to City Council on March 11, and in April. On March 11, staff will be going to seek Council approval to amend the existing agreement with LPA, Inc. Council approval is needed to authorize the City to increase funding for the design needed for renovation of the ISC.

Recreation Manager Castro

Kindness Ambassador Program: Volunteers help mitigate issues that arise at the Magical Bridge Playground and assist patrons on how to best improve play. First group of adult volunteers have been fingerprinted and trained, and have been at the Magical Bridge Playground on a regular basis. The Department continues to solicit more volunteers for the Kindness Ambassador Program. Youth groups have been going out to the Magical Bridge Playground regularly with recreation staff to do activities.

The Spring/Summer Program Registration has started. The Activity Guide came last week. City Attorney's Office has invited Commissioners to attend the Ethics Training on March 17th. Wizard of Oz tickets are on sale now. It's an amazing show, full of costumes, sets, and panels in the back. The first show will be March 21. The Department is always looking for volunteers. Mission College, the proposed location for this year's 4th of July, and the Updated Wade Brummal Scholarship Program will be going to Council for approval tomorrow, March 11. Staff have just started soliciting non-profits to partner with City for the Art & Wine Festival, from now through April. Interviews will start in May.

COMMISSIONERS REPORT**Commissioner Caldwell**

Visited Maywood Park, and noted that Eisenhower ES has taken the backstop down. Maywood Park is in decent shape, but weeds are growing tall around trees. Deputy Director Seale mentioned that Maywood Park would be mowed within the week. He also visited Bill Wilson Park and reported that the bottle filling station was not operable. He walked around the perimeter of the ISC and noticed graffiti on the north side restroom building on the roll-up door. On the south side of the main building, the finish on the building is starting to fall off, and there appears to be signs of dry rot.

Commissioner DeMarco

Didn't know what day the class schedule would go live. He had checked a few different sites for a couple of weeks leading up to activation. Unfortunately, he missed registration. The Commissioner stated that he has been filling out the commissioner visitation forms over the last two months, and was not sure if there was a benefit to providing his visitation data. Deputy Director Seale encouraged all commissioners to continue submitting comments as it has helped with getting the playground manufacturer for Westwood Oaks, and Homeridge Park to speed up their response to warranty issues, and with shipping replacement parts.

Commissioner Forte

Visited Lick Mill Park. He was invited to meet up with a local walking group. He checked with instructor friends regarding teaching classes, and commented that it is challenging to find instructors available for daytime scheduling, which aligns with comments previously made by Recreation Manager Castro.

Commissioner Gupta

Took his usual walks around his neighborhood parks. He wanted to see what Henry Schmidt Park looks like from the resident side and it looks fine, fences are neat and tidy. He started swimming regularly so he can't wait to get back into the ISC for lap swim.

ADJOURNMENT

Commissioner DeMarco made a motion, seconded by Commissioner Gupta to adjourn the Parks & Recreation Commission Meeting at 8:41 PM until the next regular meeting on April 14, 2025, at 7:00 PM in the Sparacino Conference Room at City Hall.

Aye: 4 - Commissioner Caldwell, Commissioner Forte, Commissioner DeMarco, and Commissioner Gupta

Excused: 2 - Vice Chair Chu, and Chair Hai

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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