



City of Santa Clara

Meeting Minutes - Draft

Parks & Recreation Commission

08/18/2025

7:00 PM

Hybrid Meeting
Sparacino Conference Room - City Hall East Wing
1500 Warburton Avenue
Santa Clara, CA 95050

Special Meeting

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

The meeting was called to order by **Chair Chu** at 7:02 PM.

Present 5 - Commissioner Dana Caldwell, Chair Maureen Chu, Commissioner Derek DeMarco, Commissioner Eversley Forte, and Vice Chair Vikas Gupta

Absent 2 - Commissioner Brittany Ricketts, and Commissioner Edward A. Souza

Commissioner DeMarco made a motion, seconded by Commissioner Gupta to excuse Commissioner Souza from the August 18, 2025 Parks & Recreation Commission meeting. The motion carried by the following vote:

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

Absent: 2 - Commissioner Ricketts, and Commissioner Souza

CONSENT CALENDAR

1. [25-852](#) Action on the Parks & Recreation Commission Minutes of the July 14, 2025, Meeting

Commissioner Gupta made a motion, seconded by Commissioner DeMarco, to recommend approval of the July 14, 2025, Parks & Recreation Commission Minutes. The motion carried by the following vote:

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

Excused: 1 - Commissioner Souza

Absent: 1 - Commissioner Ricketts

PUBLIC PRESENTATIONS

None.

GENERAL BUSINESS

2. [25-917](#) Status Update on the Progress Made on the FY 2025/26 Parks & Recreation Commission's Work Plan Goals
- The FY 2025/26 Parks & Recreation Commission's Work Plan Goals were updated live during the meeting by Sr. Management Analyst, Carolyn McDowell. No commission action was taken on this item.

STAFF REPORT

Recreation Manager Kim Castro

Gateway Crossing park ribbon cutting is August 27, 2025 at 11:30 AM. All Commissioners expressed interest to attend the event. The Parks Master Plan is in the final stages, with the report expected by the end of the month. The department expects to present to Commission at the October 20, 2025 meeting and to Council by end of the year, and are aiming for November. The lawn bowl clubhouse remodel began today. The Cultural Commission is sponsoring the Nebula Rider exhibit at City Hall, along with six new Traffic Box artwork projects.

Sr. Management Analyst Carolyn McDowell

The Aquatics fees report and benchmark study is expected in October. Eight new Grounds Maintenance Worker I's have been on-boarded, with four more expected to be hired. The Ground Maintenance Worker III's developed a detailed training program, including Wednesday A.M. "Shop Talk" for ongoing training. The goal is to retain employees long-term. The ISC schematic design is complete. The goal is to extend current facilities lifespan by 25-30 years. 75% construction drawings are due the week of Sept. 15 and will include imagery. Scheduling workshops to condense 3-4 weeks of decision-making in one day. Two more sessions are expected.

Parks & Recreation Director Damon Sparacino

Nuevo Dog Park is closed due to an unfortunate incident, the investigation is ongoing. There is a history of vandalism and mistreatment of the facility.

COMMISSIONERS REPORT**Commissioner Caldwell**

The Commissioner attended National Night Out with his wife. Visited Corn Palace Park in Sunnyvale at 1142 Dahlia Ct. It is a similar play structure to the new one planned at Henry Schmidt Park.

Commissioner DeMarco

The Commissioner visited Westwood Oaks park a couple of times. He was pleasantly surprised when a broken swing was repaired swiftly after reporting it to department. He also reported and noticed completed repairs at Homeridge. Has visited Bowers is is walking daily while dropping his daughter at Kindergarten at school.

Commissioner Forte

The Commissioner has been attending the Concerts in the Park, including the August 15th concert at Live Oak. He also attended the MJ musical in San Jose.

Commissioner Gupta

The Commissioner attended Jr. Swim Nationals in Irvine with his son. SC Swim was well represented and ranked 8th in the nation. He believes the ISC would be a fantastic host site for this competition and estimates \$1 million is generated in revenue for the city (and occupants). He also believes this would inspire youth to try swimming.

Chair Chu

The Commissioner attended Street Dance, National Night Out and visited Earl Carmichael Park a couple of times. She notified Kim that a baby swing at Live Oak needed repair and was pleasantly surprised when it was promptly repaired. She also asked the Commissioners to send suggestions to her via email regarding the "Honorary Tree Lighter" ahead of the October 20 meeting so that a vote may take place at that meeting.

ADJOURNMENT

Commissioner DeMarco made a motion, seconded by Commissioner Caldwell to adjourn the Parks & Recreation Commission Meeting at 8:47 PM until the next regular meeting on October 20, 2025, at 7:00 PM in the Sparacino Conference Room at City Hall.

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

Excused: 1 - Commissioner Souza

Absent: 1 - Commissioner Ricketts

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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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