



# City of Santa Clara

## Meeting Minutes

### Neighborhood-University Relations Committee

02/24/2025

3:00 PM

Hybrid Meeting  
City Hall Cafeteria/Virtual  
1500 Warburton Avenue  
Santa Clara, CA 95050

#### Special Meeting

##### TO WHOM IT MAY CONCERN:

NOTICE IS HEREBY GIVEN that, pursuant to the provisions of California Government Code §54956 ("The Brown Act") and Section 708 of the Santa Clara City Charter, the undersigned calls for a Special Meeting of the Neighborhood-University Relations Committee (NURC), to commence and convene on February 24, 2025 at 3:00 pm for a Special Meeting at Santa Clara City Hall Cafeteria , 1500 Warburton Avenue, Santa Clara, California, and via Zoom to consider the following matter(s) and to potentially take action with respect to them.

The City of Santa Clara is conducting Neighborhood University Relations Committee meetings in a hybrid manner (in-person and continues to have methods for the public to participate remotely).

##### • Via Zoom:

- o <https://santaclaraca.zoom.us/j/82990496428> or
- o Phone: 1(669) 900-6833

Public Comments prior to meeting may be submitted via email to [PlanningPublicComment@SantaClaraCA.gov](mailto:PlanningPublicComment@SantaClaraCA.gov) no later than noon on the day of the meeting; (Comments received after 12:00 PM on the day of the meeting will be made part of the public record but will not be read out loud during the meeting) and also before and during the meeting via eComment. Clearly indicate the project address, meeting body, and meeting date in the email.

Agendas, Staff Reports and associated documents for Neighborhood University Relations Committee items may be viewed on the City's website at <https://santaclara.legistar.com/Calendar.aspx>

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

**Councilmember Jain** called the meeting to order at 3:06 p.m.

### **Staff in Attendance:**

City Manager Jovan Grogan  
Director of Economic Development & Sustainability Reena Brilliot  
Director of Community Development Afshan Hamid  
Planning Manager Lesley Xavier  
Police Sergeant RJ Otico  
Police Officer Adam Baker  
Alternate Albert Gonzalez

## **CONSENT CALENDAR**

1. [25-269](#) NURC Meeting Minutes of December 2, 2024 Meeting

**Recommendation:** Approve the NURC Meeting Minutes of the December 2, 2024 Meeting

**A motion was made by Councilmember Chahal, seconded by Councilmember Jain, to approve the Consent Calendar.**

## **PUBLIC PRESENTATIONS**

### **GENERAL BUSINESS**

2.A Planning Division Update: Community Development Department Presentation on Code Enforcement Activity

**Planning Manager, Lesley Xavier**, provided the staff presentation on the long-range plans for the El Camino Real Specific Plan, and Santa Clara Station Area Plan. She spoke on code enforcement proactive efforts and violation statistics.

2.B Santa Clara University Update: Santa Clara University Presentation

**Santa Clara University Assistant Dean for Off Campus Student Life, Steve Ross**, presented on important upcoming dates, the spring break recess, and the O.C.H.O. (off campus housing orientation) event currently underway.

## 2.C Santa Clara Police Update: Policy Department Presentation

**Santa Clara Police Department, Sergeant RJ Otico**, presented updates on the current activity in the university area, and the proactive steps taken. He spoke on strict enforcement to noise complaints, common violation types, blue tag process and fines, and current S.C.U. (Santa Clara University) zone statistics. **Sergeant Otico** defined the enforcement examples such as complaint driven response, and how the violations are recorded and enforced for repeat offenders. He explained the collaboration efforts between the police department and property owners, and the continued efforts to work with students to mitigate issues.

**Councilmember Jain** requested clarification on the blue tag fine amounts, and whether the amounts are high enough.

**Councilmember Chahal** inquired about the length of time for the blue tags to remain on properties.

**Public Speaker:**

Santa Clara resident

**2.D**      [25-144](#)

Discussion and Direction on Possible Restructuring of the  
Neighborhood University Relations Committee

**Recommendation:** Recommend that the City Council take action to restructure the  
Neighborhood University Relations Committee to consist of seven  
Committee members, to be comprised of two City Councilmembers;  
two members of Santa Clara University staff (appointed by the  
University); and one neighborhood resident; one property owner  
representative; and one student (appointed by the City Council).

**Director of Economic Development and Sustainability, Reena  
Brilliot**, provided a staff presentation on the N.U.R.C. (Neighborhood  
University Relations Committee) background, when it was established,  
the purpose, the current structure, and the potential restructuring.

**Councilmember Chahal** inquired about the selection of the S.C.U.  
(Santa Clara University) student representative and proposed having a  
student alternative.

**Councilmember Jain** inquired about the potential for a conflict of  
interest between S.C.U. staff and the S.C.U. student representative.

**Public Speakers:**

Matthew Duncan

Mark Kelsey

Santa Clara Resident

**A motion was made by Councilmember Chahal, seconded by  
Councilmember Jain, to approve staff recommendation that the  
City Council take action to restructure the Neighborhood  
University Relations Committee, to consist of seven (7)  
Committee members, which will be comprised of: two (2) City  
Council members, two (2) members of Santa Clara University  
staff (appointed by the university), one (1) neighborhood  
resident, one (1) property owner representative, and one (1)  
student (appointed by the City Council).**

**REPORTS OF COMMITTEE LIAISON**

1. Announcements/Other Items

**ADJOURNMENT**

**A motion was made by Councilmember Jain, to adjourn the meeting  
at 4:11 p.m.**

The next regular scheduled meeting is Monday, May 19, 2025 at 6 p.m.

**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."

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.