

# City of Santa Clara

## Call and Notice of Special Meeting

### Neighborhood-University Relations Committee



Special Meeting

Revised Agenda

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**Monday, December 2, 2024**

**6:00 PM**

**Hybrid Meeting  
City Hall Council  
Chambers/Virtual  
1500 Warburton Avenue  
Santa Clara, CA 95050**

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Revised Agenda to note this is a Special Meeting, a reschedule of the canceled regular scheduled October 21, 2024 Meeting. RTC 24-1058 has been added under General Business.

**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 December 2, 2024 at 6:00 pm for a Special Meeting at Santa Clara City Hall Council Chambers , 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**

**CONSENT CALENDAR**

**1.A 24-1209 [NURC Meeting Minutes of July 11, 2024 Meeting](#)**

**Recommendation:** Approve the NURC Meeting Minutes of the July 11, 2024 Meeting

**1.B 24-1210 [2025 NURC Meeting Calendar](#)**

**Recommendation:** Approve the proposed 2025 NURC Meeting Calendar

**PUBLIC PRESENTATIONS**

*[This item is reserved for persons to address the body on any matter not on the agenda that is within the subject matter jurisdiction of the body. The law does not permit action on, or extended discussion of, any item not on the agenda except under special circumstances. The governing body, or staff, may briefly respond to statements made or questions posed, and appropriate body may request staff to report back at a subsequent meeting.]*

**GENERAL BUSINESS**

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

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

2.C Santa Clara Police Update. Presentation by the Police Department

**2.D 24-1058 [Update on Neighborhood University Relations Committee Restructuring](#)**

**Recommendation:** Receive staff report regarding proposed restructuring of the Neighborhood University Relations Committee.

**ADJOURNMENT**

**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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# City of Santa Clara

1500 Warburton Avenue  
Santa Clara, CA 95050  
santaclaraca.gov  
@SantaClaraCity

## Agenda Report

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24-1209

Agenda Date: 12/2/2024

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### REPORT TO NEIGHBORHOOD UNIVERSITY RELATIONS COMMITTEE (NURC)

#### **SUBJECT**

NURC Meeting Minutes of July 11, 2024 Meeting

#### **RECOMMENDATION**

Approve the NURC Meeting Minutes of the July 11, 2024 Meeting



# City of Santa Clara

## Meeting Minutes

### Neighborhood-University Relations Committee

07/11/2024

6:00 PM

Hybrid Meeting  
Mission Branch Library  
1098 Lexington Street  
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 July 11, 2024 at 6:00 pm for a Special Meeting at Mission Branch Library , 1098 Lexington Street, Santa Clara, California, and via Zoom to consider the following matter(s) and to potentially take action with respect to them.

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**CALL TO ORDER AND ROLL CALL**

**Councilmember Chahal** called the meeting to order at 6:01 p.m.

**A motion was made by Councilmember Jain, seconded by Vice Mayor Park to approve the Consent Calendar. Motion was approved 3-0**

**CONSENT CALENDAR**

**1.A**     [24-602](#)     NURC Meeting Minutes of May 22, 2023 Meeting

**Recommendation:** Approve the NURC Meeting Minutes of the May 22, 2023 Meeting

**1.B**     [24-603](#)     NURC Meeting Minutes of October 16, 2023 Meeting

**Recommendation:** Approve the NURC Meeting Minutes of the October 16, 2023 Meeting

**PUBLIC PRESENTATIONS**

None

**GENERAL BUSINESS**

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

**Community Development, Planning Manager, Lesley Xavier,** presented on the long-range planning of major developments including 451 El Camino Real and the Santa Clara Station Area plan. Ms. Xavier also presented on the recently adopted Zoning Code update and provided current code enforcement activity and updated community outreach included on the NURC webpage.

**Councilmember Jain** inquired about the effects of the recent Zoning Code update and off campus housing issues. Jain also requested information on reporting violations, such as broken glass in the public right of way.

**Vice Mayor Park** mentioned allowing the public to speak on items not on the agenda. Park also requested additional information regarding citations and the outcome of citations.

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

**Santa Clara University, Amanda Chavez, Off Campus Living Area Coordinator**, introduced the new Dean for Off Campus Living, Steve Ross. Amanda presented on SCU upcoming updates and events including the Halloween Picnic on October 26, 2024. Sam Florio, Associate Vice President for Auxiliary Services, presented on housing updates for the new 2024 Fall quarter for both students and staff, and pedestrian safety including intersection improvements.

**Councilmember Chahal** inquired about student registration and inquired about current plans to add additional student housing on campus.

**Councilmember Jain** expressed concern for potential disruptive noise from older residential units due to lack of air conditioning equipment that may results in windows open at night.

**Sean Collins, Associate Vice President for University Operations**, mentioned the success of raising awareness for pedestrian safety around SCU. Sean expressed appreciation for the collaboration with the City and SCU to implement solutions near several intersections.



2.C Santa Clara Police Update. Presentation by the Police Department

**Santa Clara Police Department, Sergeant Greg Deger, introduced Sergeant Rene- John Otico, Community Response Team**

**Supervisor.** Deger presented on current activity, proactive steps taken, strict enforcement model with noise complaints, blue tag updates, SCU zone statistics, and citation updates. Deger presented information on neighborhood activity during specific sporting events and proactive steps taken to work with students.

**Councilmember Jain** inquired about additional information regarding the recent couch fires. Jain also expressed concern about non-students attending student parties/events. Jain inquired about the Blue Tags and property owner involvement.

**Collin Forgey, Property Manager,** spoke about the properties, tenants, and the negative effects of the Blue Tags that stay with properties after the tenants move out.

**Vice Mayor Park** inquired about the long-term effects and penalties of Blue Tags on the individual tenants. Park also inquired about the process for receiving Blue Tags and expressed the need for stricter penalties for the students and property owners.

**Sam Florio, Associate Vice President for Auxiliary Services,** explained the restrictions for on campus residents and the matrix for violations for various offences. Sam also explained the sensitivity regarding evictions and the impact to students.

**Councilmember Chahal** commended the progress that has been made with increased Police efforts.

**City Manager Jovan Grogan** expressed appreciation for the efforts and tools used by staff. Jovan commented that the information relayed provided a good update to understand the current progress and accomplishments made in the University area.

## 2.D Discussion on the Scope and Purpose of NURC

**Community Development, Planning Manager, Lesley Xavier,** presented information for discussion on the scope and purpose of NURC, including the background of NURC and Team 300 established to address issues in the University area.

Public Comment issued via email by resident, Mark Kelsey.

**Councilmember Jain commended** the efforts of the Committee and recognized the improvements made. Jain mentioned that there is still frustration concerning the student's behavior and expressed his willingness to explore alternate mechanisms to mitigate the behavior.

**Vice Mayor Park mentioned** the Committee meetings are productive and comments of the residents are taken seriously by staff. Park feels that more resident engagement would benefit the NURC meetings. Park also expressed the need for an alternate approach to issues in the neighborhood and inquired about the tools available for mitigating the issues.

**Acting Director of Community Development, Reena Brilliot,** explained the current resources dedicated to the University area and the process that is required for City Council to allocate additional resources.

**Councilmember Chahal** recognized the improvements made in the University area.

**City Manager, Jovan Grogan,** explained the purpose and focus of all Committees, and explained that currently the City lacks the available staff to support additional tasks requested by Committees. Jovan inquired whether the Community Development Department is the appropriate department to staff the NURC. Jovan also explained that the City Manager's office has plans to assess all boards and commissions this year which may allow them to include committees.

**SCU Associate Dean, Matthew Duncan,** expressed the NURC's commitment and efforts to the SCU neighborhood issues. Matthew also expressed the need for this discussion to be held during the regular school session to allow more student involvement.

**ADJOURNMENT**

The meeting adjourned at 8:08 p.m.

The next regular scheduled meeting is October 21, 2024

**MEETING DISCLOSURES**

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## Agenda Report

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24-1210

Agenda Date: 12/2/2024

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### REPORT TO NEIGHBORHOOD UNIVERSITY RELATIONS COMMITTEE

#### SUBJECT

2025 NURC Meeting Calendar

#### RECOMMENDATION

Approve the proposed 2025 NURC Meeting Calendar



**City of  
Santa Clara**  
The Center of What's Possible

**Neighborhood University  
Relations Committee**  
CITY COUNCIL CHAMBERS  
1500 Warburton Avenue  
Santa Clara, CA 95050

## **PROPOSED SCHEDULE OF MEETINGS 2025**

Regular meetings are held on Monday evenings, beginning at 6:00 p.m., in the City Council Chambers at 1500 Warburton Avenue Santa Clara, (or other designated location) in accordance with the following schedule.

### Meeting Dates

- February 10, 2025
- May 19, 2025
- October 20, 2025



## Agenda Report

24-1058

Agenda Date: 10/21/2024

### REPORT TO NEIGHBORHOOD UNIVERSITY RELATIONS COMMITTEE

#### SUBJECT

Update on Neighborhood University Relations Committee Restructuring

#### BACKGROUND

The Neighborhood University Relations Committee (NURC) was established in 1990 to review student housing issues (formerly Student Housing Committee).

In 2006, the Santa Clara University/City Liaison Committee and NURC were combined because of their overlapping subject areas. These two committees met as needed.

June 23, 2009, the NURC requested City Council hold three NURC meetings per year (October /November, February and April/May) as it was agreed that more time was needed for dialogue between the residents and the students.

The new NURC established a forum for on-going communication and problem solving among City officials, neighborhoods, property owners and Santa Clara University officials and students.

At present, the City's the Community Development Department provides primary staff support and serve in an advisory role to the NURC. Additional staff from the Police Department regularly attend and provide updates. The agendas are not structured for new work items to be referred to staff. In years past, Councilmembers participating in the NURC would refer certain concerns to the Director of Community Development to inquire about certain projects or address certain issues. This structure poses a challenge because an individual or a committee of Councilmembers cannot provide direction staff, as the City Manager is charged with overseeing operations and managing the workprogram of all City employees, under direction and policy guidance from the City Council. Additionally, having primary staff support provided by the Community Development Department limits the scope of issues that can be directly supported by staff assigned to the Committee.

In addition to the direct work of the Committee, a Team 300 was established to deal with enforcement issues in the University area. This team meets monthly to coordinate, exchange information, and problem solve issues that arise. This team is comprised of staff and individuals from:

- Planning Code Enforcement
- Public Works Streets Division (trash/recycling)
- Police Department
- SCU Security

- SCU Off-Campus Student Life staff
- Property Managers
- Old Quad Residents Association

Team 300 participates in the SCU Walk About every September to educate students on local laws and providing resource information.

Additionally, the Police Department holds a property owner/manager meeting at the beginning of each school year.

The current NURC structure includes three City Councilmembers that participate as the Committee members with an Alternate Councilmember also appointed. Santa Clara University staff and City staff from Community Development and Police Department provide updates to the Committee. The agenda is posted 72 hours prior to the meeting and members of the public are welcome to attend.

### **DISCUSSION**

At the October 16, 2023 NURC, City Council Committee members and the one community member present discussed the interest to change NURC meetings in order for it to be a more effective forum as well as to provide a path for referrals for work items to come from the Committee.

At the July 11, 2024 NURC meeting, staff shared a presentation on the NURC's history and scope of its purpose. Staff also shared that there are limited resources available for expanding NURC work efforts, but that the Committee should also include oversight by the City Manager's Office.

Since the July 11, 2024 NURC meeting, staffing adjustments have occurred, including the addition of Reena Brilliot to the City Manager's Office as the Director of Economic the Development and Sustainability in mid November 2024. In her new role, Reena will be representing the City Manager's Office in oversight of NURC. Also since the last NURC meeting, staff has been researching other city, university and community committees for how best to restructure the NURC to achieve a more effective collaborative body. Two examples of committee types include the City of Newton Massachusetts's Boston College Neighborhood Council and the City and County of San Luis Obispo's Student-Community Liaison Committee, both of which function similarly to NURC with a primary focus on city, university, and neighborhood collaboration. Both of these examples include Committee structures where committee members are comprised of residents, university staff, university students, and local government officials. Such a diverse representative structure is different than the current NURC, which currently solely includes City Councilmembers as Committee members.

Regarding the questions about how to move referral items forward for additional staff research or work, those requests should be vetted by the full City Council after they are assessed for the impact to staff resources or budget. Such referral requests from NURC would be proposed to be considered through the Council's annual Priority Setting Process.

Staff continues to research and develop potential changes to the NURC structure. Possible changes could include modifying the NURC Committee to include two City Council members (versus the three members now), one neighborhood representative, one Santa Clara University representative, and



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one appointed Santa Clara University student. These and other potential changes would be shared at the February 2025 NURC meeting for discussion and direction.

### **ENVIRONMENTAL REVIEW**

This is an information report only and no action is being taken by the City Council and no environmental review under the California Environmental Quality Act ("CEQA") is required.

### **FISCAL IMPACT**

There is no fiscal impact to the City other than staff time.

### **COORDINATION**

This report has been coordinated with the Community Development Department and City Manager's Office.

### **PUBLIC CONTACT**

Public contact was made by posting the NURC agenda on the City's official-notice bulletin board outside City Hall Council Chambers. A complete agenda packet is available on the City's website and in the City Clerk's Office at least 72 hours prior to a Regular Meeting and 24 hours prior to a Special Meeting. A hard copy of any agenda report may be requested by contacting the City Clerk's Office at (408) 615-2220, email [clerk@santaclaraca.gov](mailto:clerk@santaclaraca.gov) <<mailto:clerk@santaclaraca.gov>> or at the public information desk at any City of Santa Clara public library.

### **RECOMMENDATION**

Receive staff report regarding proposed restructuring of the Neighborhood University Relations Committee.

Reviewed by: Reena Brilliot, Director of Economic Development and Sustainability

Approved by: Jōvan Grogan, City Manager