



City of Santa Clara

Meeting Agenda

Parks & Recreation Commission

Monday, February 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

CONSENT CALENDAR

1. **25-62** [Action on the Parks & Recreation Commission Minutes of the January 13, 2025, Meeting](#)

Recommendation: Approve the Parks & Recreation Commission Minutes of the January 13, 2025, Meeting.

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. **25-590** [Action on the Park Master Plan and Schematic Design for Warburton Park Playground Rehabilitation Project](#)

Recommendation: Discuss and take action on a recommendation to the City Council on the Park Master Plan and preferred schematic design for the Warburton Park Playground Rehabilitation Project

3. 25-165 [Action to Recommend City Council Adoption of the Updated Wade Brummal Scholarship Program Guidelines](#)

Recommendation: Recommend that City Council adopt the Updated Wade Brummal Scholarship Program Guidelines

4. 25-161 [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.

STAFF REPORT

COMMISSIONERS REPORT

ADJOURNMENT

The next scheduled meeting is on Monday, March 10, 2025, at 7:00 PM in the Sparacino conference room at City Hall, 1500 Warburton Ave, Santa Clara, CA 95050.

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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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.



City of Santa Clara

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

Agenda Report

25-62

Agenda Date: 2/10/2025

REPORT TO PARKS & RECREATION COMMISSION

SUBJECT

Action on the Parks & Recreation Commission Minutes of the January 13, 2025, Meeting

RECOMMENDATION

Approve the Parks & Recreation Commission Minutes of the January 13, 2025, Meeting.

Prepared by: Fairbanks Jones IV, Office Specialist II

Reviewed by: Dale Seale, Deputy Parks & Recreation Director

Approved by: Damon Sparacino, Director of Parks & Recreation

ATTACHMENTS

1. Draft - Parks & Recreation Commission Minutes of the January 13, 2025, Meeting
2. Post Meeting Material - Placer AI Traffic Analytics - Henry Schmidt Park



City of Santa Clara

Meeting Minutes

Parks & Recreation Commission

01/13/2025

7:00 PM

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

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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

- Present** 6 - Commissioner Dana Caldwell, Vice Chair Maureen Chu, Commissioner Eversley Forte, Commissioner Derek DeMarco, Chair Sajid Hai, and Commissioner Vikas Gupta
- Absent** 1 - Commissioner Brittany Ricketts

CONSENT CALENDAR

[25-59](#) Action on the Parks & Recreation Commission Minutes of the November 25, 2024, Meeting

Recommendation: Approve the Parks & Recreation Commission Minutes of the November 25, 2024, Meeting.

Commissioner DeMarco made a motion, seconded by Commissioner Chu to approve the Parks & Recreation Minutes of the November 25, 2024, meeting.

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

Absent: 1 - Commissioner Ricketts

PUBLIC PRESENTATIONS

GENERAL BUSINESS

[25-61](#)

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-- *At the January 2025, meeting, the Commission received the visitation data update for their visits to events, parks and aquatic facilities.*

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--*the Commission discussed and provided feedback regarding park site visitation data provided by Deputy Director Seale and how it may be used for enhancing community input.*

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--*Work plan 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--
-*the Commission will receive the updated draft of the Wade Brummal Scholarship Fund at the February or March 2025 regular meeting.*

STAFF REPORT**Deputy Director Seale**

Henry Schmidt Park is in the final stages of plan review by city departments prior to the bid process. The Department has already provided final comments. The Central Park Entrance project will combine the improvements of the Pavilion Parking with Central Park entrance based on accessibility to the western side of Central Park, including connectivity to the Magical Bridge All-Inclusive Playground and the Community Recreation Center. The entire project will provide a net gain of 25-30 parking spaces.

Work preparation for the International Swim Center (ISC) is continuing. The racing and training pools have been drained and the contractor has started the re-plastering project. City staff meet frequently to review all project components. Unfortunately the ISC has been experiencing frequent break-ins and vandalism. Santa Clara PD is aware and has been assisting the Department by providing additional patrols, guidance, and follow up.

Recreation Manager Castro

The Senior Center Natatorium re-plastering project has been completed. The Department has contacted county officials for scheduling an inspection for facility compliance prior to re-opening. The Arbor picnic area that was closed during the construction of the Magical Bridge All-Inclusive Playground is back online and available for rental starting in January.

Winter recreation classes have started this week. Spring/Summer activity guides will be mailed to residents at the end of February and registration will be available shortly after. Showtime, is a fun theatrical production offered by the Santa Clara Women's League March 1 and 2. The production is a fundraiser for the Santa Clara Health & Wellness Program at the Senior Center.

COMMISSIONERS REPORT**Chair Hai**

Chair Hai visited Jenny Strand and Westwood Oaks Parks and recently spent time traveling to Virginia.

Commissioner Caldwell

The Commissioner attended the Tree Lighting Ceremony and had a great time at the event. He mentioned the holiday tree lights didn't turn a couple of nights after the event. Staff explained that there were technical issues that Parks Division staff worked through to resolve. Under normal circumstances the tree would remain lighted until January 9. Commissioner Caldwell spoke with Deputy Director Seale regarding security fencing being raised on Cupertino School District property that borders Maywood Park. Commissioner Caldwell has been keeping a close eye on Maywood Park and mentioned it being quite the battle keeping the picnic area clean after park patrons use it on weekends.

Commissioner Forte

The Commissioner attended the Tree Lighting Ceremony "It was a good event!" He also mentioned the Magical Bridge Playground area during the Tree Lighting event was a major attraction itself with all the kids and families enjoying both.

Commissioner Gupta

The Commissioner attended the Tree Lighting Ceremony. "It was a wonderful ceremony!" The Commissioner was amazed at the energy and professionalism of the younger performers. Commissioner Gupta was happy to be in attendance and participate in the ceremony. He noted the popularity and attendance at the Magical Bridge Playground and is very proud of the public reception of the Magical Bridge Playground. Commissioner Gupta visited Maywood Park for his frequent park walks. He noted the aging conditions of a few of the park amenities and made the suggestion of creating a public volunteering effort led by the Department's staff to assist in improving the appearance of the aging facilities; he proposed a facility painting event as an example.

Commissioner DeMarco

He attended the Tree Lighting Ceremony. "It was great, lovely, so much fun!" The Commissioner DeMarco visited a handful of parks over the past month. The Commissioner's daughter started a dance class offered through the Recreation Division.

Commissioner Chu

The Commissioner attended the Tree Lighting Ceremony. "It was great to

see all the dance classes. Good to see Santa Clara showcased". She attended the Nutcracker production produced by the Recreation staff. She walked her dog around Live Oak Park and met with the Girl Scout Troop at Lick Mill Park building and noted that It could use a coat of paint. The Commissioner's daughter started her ballet session at the Community Recreation Center and at Henry Schmidt Park. Commissioner Chu shared her appreciation of the Parks & Recreation staff for all their hard work with programming.

ADJOURNMENT

Commissioner DeMarco made a motion, seconded by Commissioner Chu to adjourn the Parks & Recreation Commission meeting at 8:22 PM until the next regular meeting on Monday, February 10, 2025.

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

Absent: 1 - Commissioner Ricketts

MEETING DISCLOSURES

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Parks & Recreation Department

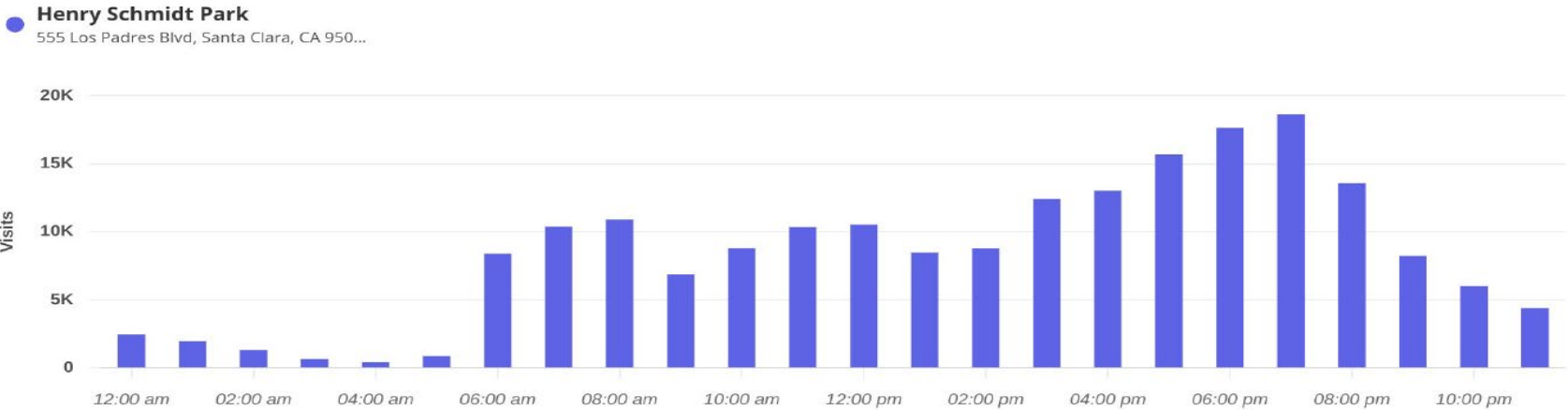
**Placer AI Traffic Analytics
Metrics – Henry Schmidt
Park**

February 4, 2025

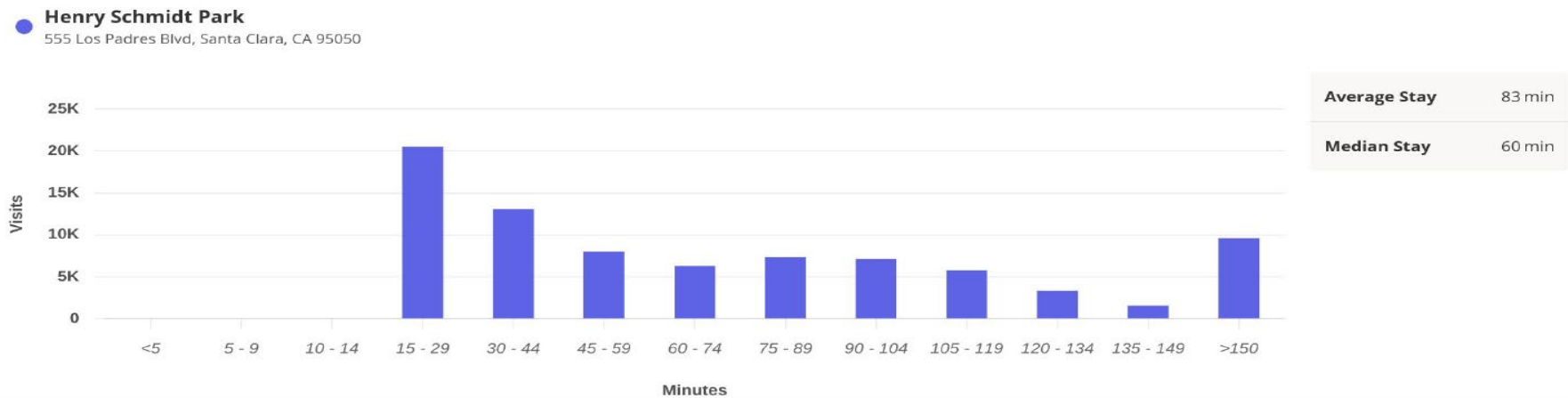
Henry Schmidt Park

- Park Visits **79.1K**
- Avg Dwell Time **83 min**
- Size – sq ft. **326.4K**
- Visitors **22.5K**
- Visits YoY **+3.6%**
- Visit Frequency **3.51**
- Avg. Stay **83 min**
- Meg. Stay **60 min**

Hourly Visits

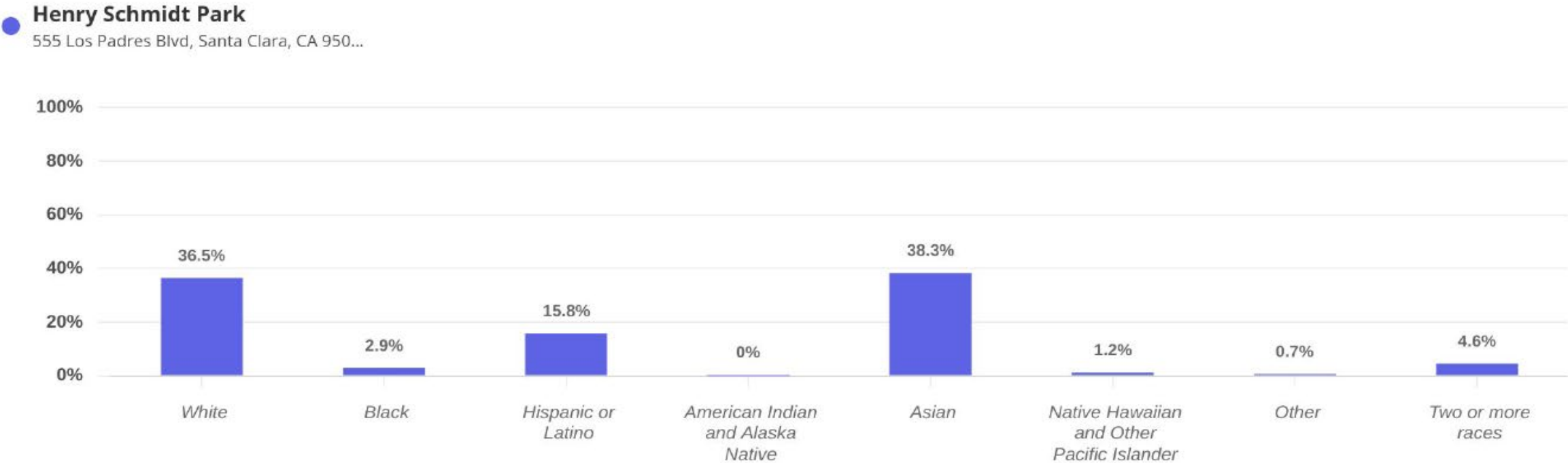


Visit Duration



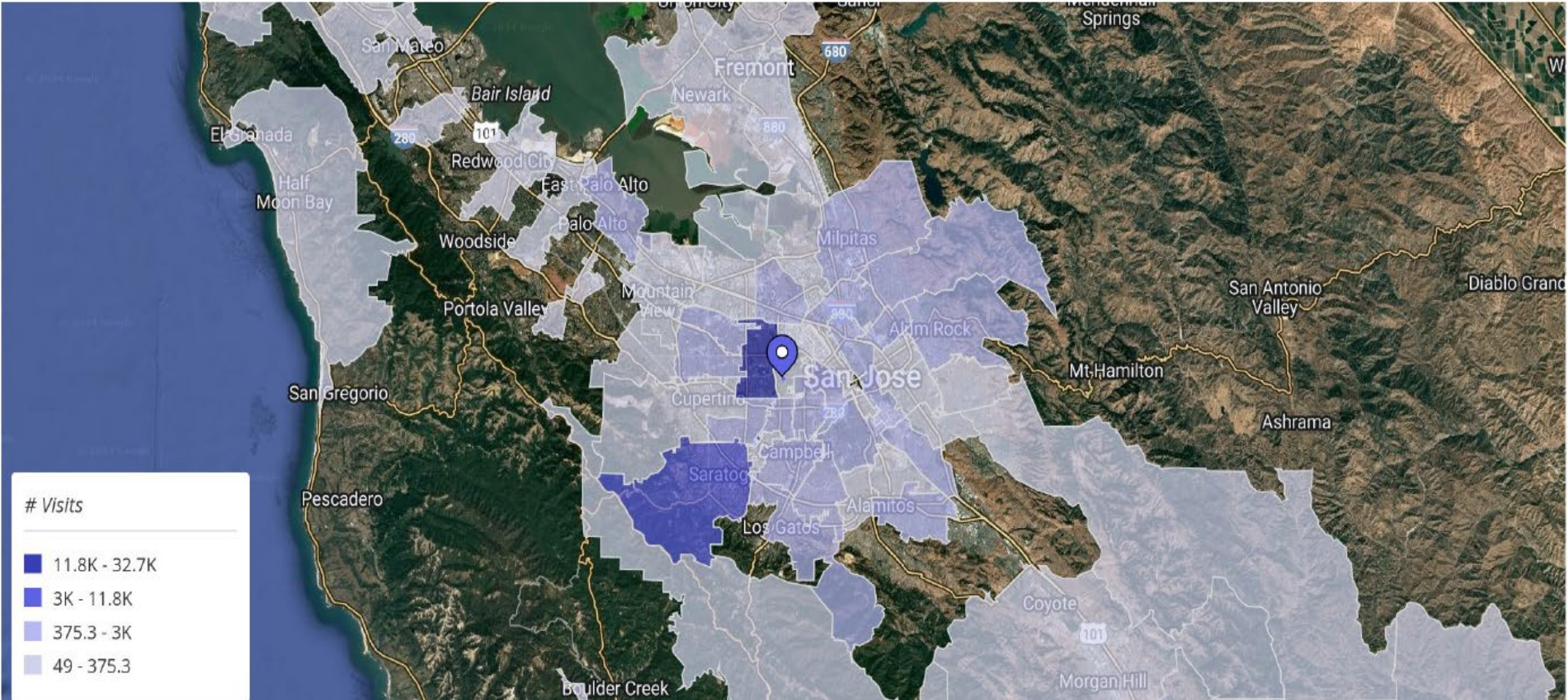
Demographic By Ethnicity

Ethnicity




*Demographics are based on a True Trade Area capturing 70% of visits | Data source: Census 2022

Visitors By Origin



Visitors By Origin

 **Henry Schmidt Park**
555 Los Padres Blvd, Santa Clara, CA 95050

Zipcode / City	Visits (% of Total) 
95050 Santa Clara, CA	32.7K (41.3%)
95051 Santa Clara, CA	12K (15.2%)
95070 Saratoga, CA	3.9K (4.9%)
95117 San Jose, CA	2.2K (2.7%)
95126 San Jose, CA	1.5K (1.9%)
95112 San Jose, CA	1.2K (1.6%)
95129 San Jose, CA	1.2K (1.6%)
95054 Santa Clara, CA	1.2K (1.5%)
95128 San Jose, CA	1.2K (1.5%)
94086 Sunnyvale, CA	1.2K (1.5%)



Agenda Report

25-590

Agenda Date: 3/19/2024

REPORT TO PARKS & RECREATION COMMISSION

SUBJECT

Action on the Park Master Plan and Schematic Design for Warburton Park Playground Rehabilitation Project

COUNCIL PILLARS

Deliver and Enhance High Quality Efficient Services and Infrastructure
Enhance Community Sports, Recreational and Arts Assets

BACKGROUND

Warburton Park & Pool (Park) is located at 2250 Royal Drive, bounded by Los Padres Boulevard to the west and residential properties to the east and south. The 3.95-acre Park was dedicated to the City in 1954 and contains an open field play area, playground, basketball court, and various park amenities. The pool and restroom building were funded by a 1959 bond measure and dedicated in August 1962. The 2018 Facility Condition Assessment (Kitchell CEM) found the playground and park amenities are in poor condition, while the pool is in fair condition, and the building is in good condition. The City's Capital Improvement Program (CIP) includes plans to rehabilitate the playground and park amenities.

On February 7, 2023, the City Council approved an agreement with O'Dell Engineering, Inc. (RTC #23-1517) for engineering services to develop a park master plan and playground schematic design for Warburton Park, including a consultant-led community input process, site assessment, development of a schematic design, and preparation of cost estimates. The scope of services for community input includes onsite community pop-up meeting(s), online surveys, Parks & Recreation Commission (PRC) and Council meetings.

On July 18, 2023, staff initiated the public input phase of the project at the regular meeting of the Parks & Recreation Commission. The Commission received a presentation by O'Dell Engineering, Inc. (Consultant) on the project scope and timeline to develop the schematic design.

The public engagement process included two community outreach (pop-up) sessions: one at the Warburton Park Sunset Cinema event on July 28, and one at the City's Street Dance on August 4. The purpose of the pop-up sessions was to collect input from the community on the recreational needs, as well as to explore the playground design priorities. Concurrently, an online survey was made available for residents to provide input and feedback. The survey was open from July 19 to August 14, 2023.

The survey results include priorities for site amenities, playground renovation, and additional recreation opportunities. The public reported their top five favorite activities at the park are:

1. Walking (58.7%),
2. Playing in the playground (57.6%),
3. Using the pool (53.9%),
4. Picnicking at the park (48.3%); and
5. Enjoying nature (48.0%).

The top five preferred amenities for renovation included:

1. Playground rehabilitated with inclusive equipment (67.2%).
2. Updating of site furniture (47.6%).
3. Adding a looped walking path (47.3%).
4. Offering several small picnic areas (35.2%).
5. Nature areas with drought-tolerant landscaping (35.2%).

The top playground elements reported were:

1. Swinging (81.8%),
2. Climbing (81.0%),
3. Sliding (79.3%),
4. Balancing (62.0%),
5. Free play (52.9%),
6. Running (52.9%); and
7. Musical equipment (45.0%).

Other key comments included the desire for no wood or sand playground safety surfacing, as well as added shade, seating, and multi-generational activity opportunities. A few comments were received regarding off-leash dog areas and pickleball court options. These two elements were deemed not suited to this park, due to the nearby dog park (Raymond G. Gamma Dog Park), the off-leash dog area at Marsalli Park, and noise concerns due to proximity to adjacent neighborhood homes. However, a pickleball court striping overlay on the basketball courts may be considered in the future to allow casual play for residents. The two conceptual park plan design options presented address the comments received.

DISCUSSION

On February 10, 2025, the Commission is receiving a presentation (Attachment 1) and will review the site analysis results, community outreach results, and design considerations. Along with this valuable feedback and information, two conceptual design options are being presented, both of which meet the goals of providing a unique, inclusive park that welcomes residents of all ages and abilities and supports an increased resident population in the City of Santa Clara.

Derived from the site analysis of Warburton Park, the project design principles include:

- implementing research-based best practices for play and inclusionary/universal design;
- accommodating additional community use, addressing asset lifecycle maintenance/replacement;
- supporting the City's sustainability and age-friendly goals;
- addressing adjacent neighborhood concerns where feasible; and
- complying with potential playground equipment grant guidelines.

The plans identify mature healthy existing trees which will be protected, while unhealthy and high-risk

trees will be replaced. Plantings to screen the pool areas and adjacent neighboring residential properties have been included in the overall natural, low water use planting concept. The pool building, pool area and parking lot have been considered for their use, circulation needs and view corridors, and will be considered in future park renovation plans.

Both conceptual master plan design options include renovated picnic areas, site furniture such as benches, and access to ADA parking and pavement that meets current health and safety codes and best practices for public parks. The playground will require safety fencing along the street edge. For people and pets, a drinking fountain with a water bottle filler and pet bowl will be added. Lighting will be upgraded to LED fixtures and shade will be provided by trees and canopies. Buffer planting is included along the pool deck edge and property fence line along the adjacent homes. A looped walking trail is included in both options to address the priority of added walking opportunities. The remaining natural turf area is large enough for multi-use activities such as Sunset Cinemas and field games.

Conceptual Park Plan - Option #1

This master plan concept (Attachment 2) provides an arrival space from Los Padres Blvd. From this space, visitors can access all areas of the park. Connections are made to the pool area and Royal Drive. A central plaza area is designed for large or small group picnics, active play, and seating, and includes the following:

- Shade sails over picnic tables
- Table tennis
- Music station
- An aromatic sensory garden with a pathway
- Several small picnic areas shaded by trees
- A fitness area with three stations for age 13+

Conceptual Park Plan - Option #2

This master plan concept (Attachment 2) provides zones for different types of recreation. Arrival points from Los Padres Blvd and Royal Drive, the pool deck, and parking lot are included. A central plaza area that is enclosed with seat walls is created by a pathway intersection. These seat walls create a gateway to the pool area with the playground on either side. This concept adds more recreational opportunities than the previous concept and includes the following amenities:

- Increased playground space, including an accessible embankment slide
- Music station
- Basketball court increase by ½ court
- Fitness course area for age 13+
- Several small picnic areas
- Group picnic area with shade canopy
- Open gardens adjacent to walkways

The Commission will discuss the two master plan options and make a recommendation to Council on the preferred design. This process allows the City to bring the Phase I design process near completion. Staff will then bring the recommendation to Council for consideration. Upon Council

approval of a Master Plan and preferred playground schematic design, the City will begin Phase II design development work, preparing the playground construction plans and specifications in compliance with the City's construction standards and the public bid process.

Measure R Compliance

The recommendation for approval of an update to the Warburton Park Master Plan may be subject to Measure R. In November 2016, voters passed Measure R, which added Section 714.1 Protection of Parkland and Public Open Space to the City Charter. Measure R prohibits selling, leasing, or otherwise disposing of parkland for a period of one hundred eighty days (180) days or more, and prohibits its use be changed, abandoned or discontinued without such sale, lease, disposal or changed use having first been authorized by a two-thirds majority of the electorate. In addition, Measure R requires substantial building, construction, reconstruction or development be authorized by ordinance subject to referendum. The referendum process is set forth in the Elections Code.

The Warburton Park Master Plan update and the playground schematic design, if approved, will include changes to the existing park that may be considered as "substantial building, construction, reconstruction, or development". The approval of the proposed site master plan, playground schematic design and subsequent park rehabilitation project will require an ordinance to comply with Measure R that will be recommended for the Council's consideration to be introduced by reference. It does not include a sale, lease, disposal, or change in use requiring a majority vote of the electorate. Once the Commission recommends the Warburton Park Master Plan and preferred playground schematic design for Council approval, staff will forward the Commission's recommendation to Council and include an ordinance in compliance with Measure R (Attachment 3). The ordinance will be introduced at one meeting and return to Council at a second meeting for adoption in accordance with City Charter sections 808 and 812.

ENVIRONMENTAL REVIEW

This action is for design professional services and the action being considered does not constitute a "project" within the meaning of the California Environmental Quality Act ("CEQA") Guidelines section 15378 because it does not pose a potential for resulting in either a direct physical change in the environment or a reasonably foreseeable indirect physical change in the environment.

FISCAL IMPACT

The outreach and design agreement with O'Dell Engineering, Inc. (Phase I) was approved by Council on February 7, 2023, for \$128,425. Phase II for detail design development and construction will be based upon the approved Schematic Design and Project Scope from Phase I. The Capital Improvement Program Budget for FY2023/24 includes Project 3137 Warburton Park Playground Rehabilitation, with funding in the amount of \$1,257,199. Additional funding will need to be identified for the construction phase of this project.

COORDINATION

This report has been coordinated with the Parks & Recreation Department, Public Works Department, and the Finance Department.

PUBLIC CONTACT

Public contact was made by posting the Parks & Recreation Commission 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 or at the public information desk at any City of Santa Clara public library.

RECOMMENDATION

Discuss and take action on a recommendation to the City Council on the Park Master Plan and preferred schematic design for the Warburton Park Playground Rehabilitation Project

Prepared by: Kimberly Castro, Recreation Manager

Reviewed by: Dale Seale, Deputy Parks & Recreation Director

Approved by: Damon Sparacino, Director of Parks & Recreation

ATTACHMENTS

1. Presentation - Warburton Park Playground Rehabilitation
2. Conceptual Plans Options 1 and 2 - Warburton Park
3. Measure R Draft Ordinance



Parks & Recreation Commission Meeting

**Warburton Park Rehabilitation
Project –
Schematic Design Park Plans
Presentation**

**February 10, 2025
RTC 24-590**



Timeline

JULY
2023



AUG
2023



Winter
2025



Spring
2025

- Outreach Plan Approval
- End of July- Online survey open to public
- Outreach Event 7/28/23

- Outreach Event 8/4/2023
- Online survey completed 8/14/23

★ PRC Meeting-
Concept Plan Review
February 2025

City Council
Meeting-
Final Concept
Plan Approval



Progress

7/18/23

Initial PRC Meeting

7/19/23 - 8/14/23

Public Survey

7/28/23

Community Event #1-
Sunset Cinema @ the Park

8/4/23

Community Event #2-
Street Dance





Survey Results

Online Survey - **275** participants

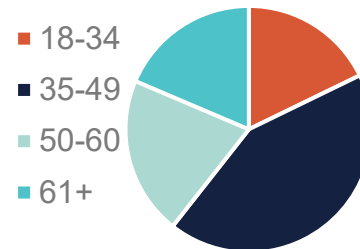
Open from July 19th to August 14th

Hours of public comment = 13.8

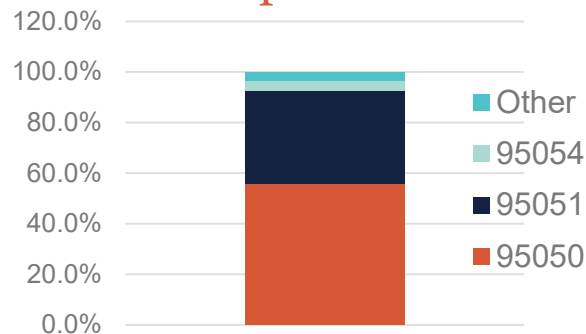
Sunset Cinema and Street Dance Events:
550 Dots placed



Age of Participants



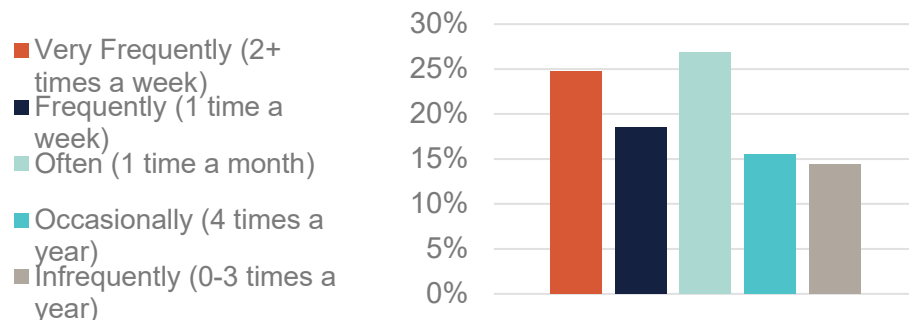
Zipcode



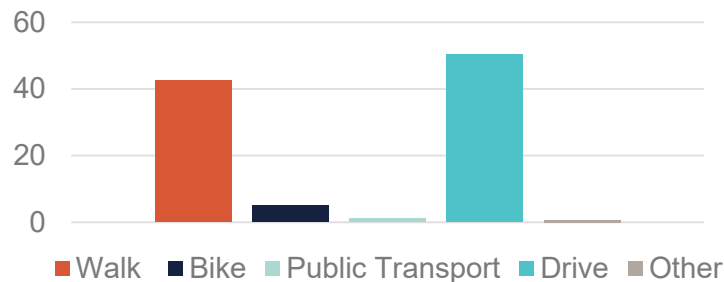


Survey Results

Frequency of Visits



Getting to the park





Survey Results (Park Amenities)

Favorite Activities at Warburton

- Walking (58.7%)
- Play on playground (57.6%)
- Use the pool (53.9%)
- Picnic at the park (48.3%)
- Enjoy nature (48.0%)





Survey Results (Park Amenities)



Top 5 Preferred Amenities

- Inclusive playground equipment (67.2%)
- Site furnishing updated (47.6%)
- Looped walking path (47.3%)
- Several small picnic areas (35.2%)
- Drought tolerant landscape/nature areas (35.2%)



Survey Results (Playground)

Top 6 Preferred Amenities

- Swinging (81.8%)
- Climbing (81.0%)
- Sliding (79.3%)
- Balancing (62.0%)
- Free Play/Running (52.9%)
- Musical equipment (45.0%)

Key Comments from Open Ended Question

- Replace sand surfacing
- Provide shade
- No wood materials
- Provide more seating
- Provide multi-generational activities
- Comments asking for dog park and pickleball courts (6-7 comments)



Existing Park Site

Legend:

- 1. Playground
- 2. Unhealthy Trees
- 3. Picnic Areas
- 4. Basketball Court
- 5. Open Space/free play area
- 6. Asphalt walkways
- 7. Parking lot
- 8. Restroom
- 9. Overhead power lines





Design Considerations

1. Playground- include inclusive elements
2. Playground provides for one hour of play
3. Looped walking path
4. Small picnic areas + seating
5. Shade
7. Native plants + nature (sensory garden)
8. Fitness station(s)
9. Basketball area increase
10. Better lighting
11. Maintain open space





Arborist Recommendation

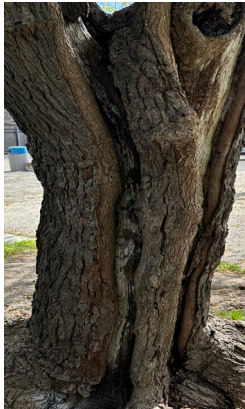
Redwood trees-

- Safety issues due to utility topping
- Species is not suited to Santa Clara due to need for fog and precipitation.
- Potential risk to neighboring homes and park patrons.

Other species-

Safety issues due to trees weakened by age, pest, and disease.

**Total tree replacement increases about 50%-80 new trees.
(52 replaced, additional 28 planted)**





Schematic Park Plan Option 1



Option 1

LEGEND

- ① PLAYGROUND, APPROX. 5,900 SF
- ② MULTI-PURPOSE LAWN
- ③ TABLE TENNIS
- ④ SHADE SAILS W/ PICNIC TABLES
- ⑤ MUSICAL EQUIPMENT
- ⑥ SEATING
- ⑦ AROMATIC GARDEN
- ⑧ PICNIC AREA
- ⑨ (E) BASKETBALL COURTS TO REMAIN
- ⑩ FITNESS AREA
- ⑪ DOG STATION
- ⑫ SAND PLAY AREA
- ⑬ (E) BIKE RACKS TO REMAIN
- ⑭ DROUGHT-TOLERANT SHRUBS
- ⑮ 48" TALL FENCE
- ⑯ (E) PARK SIGN TO REMAIN
- ⑰ ADA-COMPLIANT WALKWAY TO MEN'S RESTROOM
- ⑱ SCREENING SHRUBS
- ⑲ ADA-COMPLIANT PARKING
- ⑳ TRASH/RECYCLING RECEPTACLES
- ㉑ DRINKING FOUNTAIN
- ㉒ (E) TREES TO REMAIN

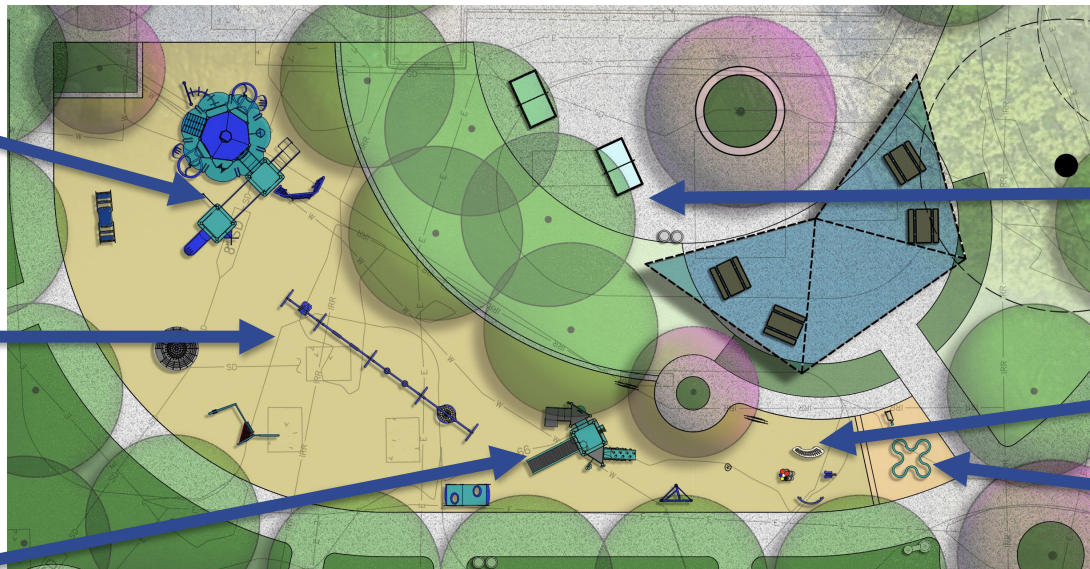


Option 1: Playground

6-12 age

2-12 age

2-5 age



Multi-
generational
play

Music station

Tot sand play





Option 1: Age 2-5



**Seat
Spinner**

**Interactive /
educational
panels**

**Small 4' high climbing
structure with 1 slide**



Option 1: Age 6-12



**Multi-user rocker
(2-12)**



**Climbing and
spinning cone
for (6-12)**

**Interactive
panels (2-12)**



Swings



**Multi-user
swing**

**Two tot
swings**

**Two standard
swings**

**Therapeutic
swing seat**



Option 1

Seven elements
of play
+
Inclusive
components

Play Value Table Option 1													
	Existing Condition			Option 1									
	Age 2-5	Age 6-12	Capacity	Level of Play					Level of Play				
				Beginner	Intermediate	Advanced	Age 2-5	Capacity	Beginner	Intermediate	Advanced	Age 6-12	Total Capacity
BALANCING	0	4	4	1			1	2		1		1	8
SLIDING	6	9	15	1			1	2	1		2	3	6
BRACHIATING	0	4	4	1	1	1	1	2	1	1	1	3	31
SPINNING	0	0	0	1	1	1	1	2	1	1	1	1	14
CLIMBING	6	9	15	1	1	1	3	9	2	3	3	8	42
SWINGING	2	2	4	2	1		3	5	1	2		3	3
RUNNING/FREE PLAY	3	3	6	N/A			3	35	N/A			5	15
TOTAL	17	31	48	7	4	3	13	57	6	8	7	19	119
INCLUSIVE PLAY	0	0	0	4	2	1	7	34	2	6	4	10	62



Activities for all ages



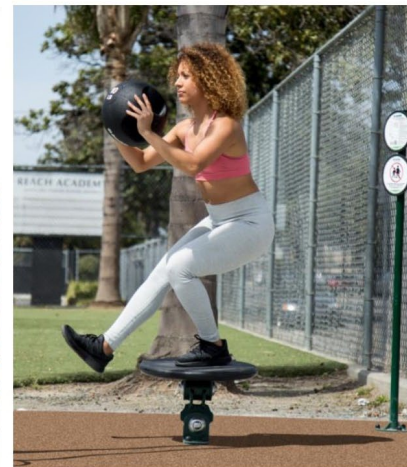
**Table Tennis
/ Ping Pong**



**Accessible
lateral pull**



**Upright
Bike**



**Balancing
plate**



Park Design Option 1

	Existing	Option 1
Play area	2,850 sf	6,400 sf
Hard-scape	20,100 sf	21,407 sf
Trail (permeable paving)		5,000 sf





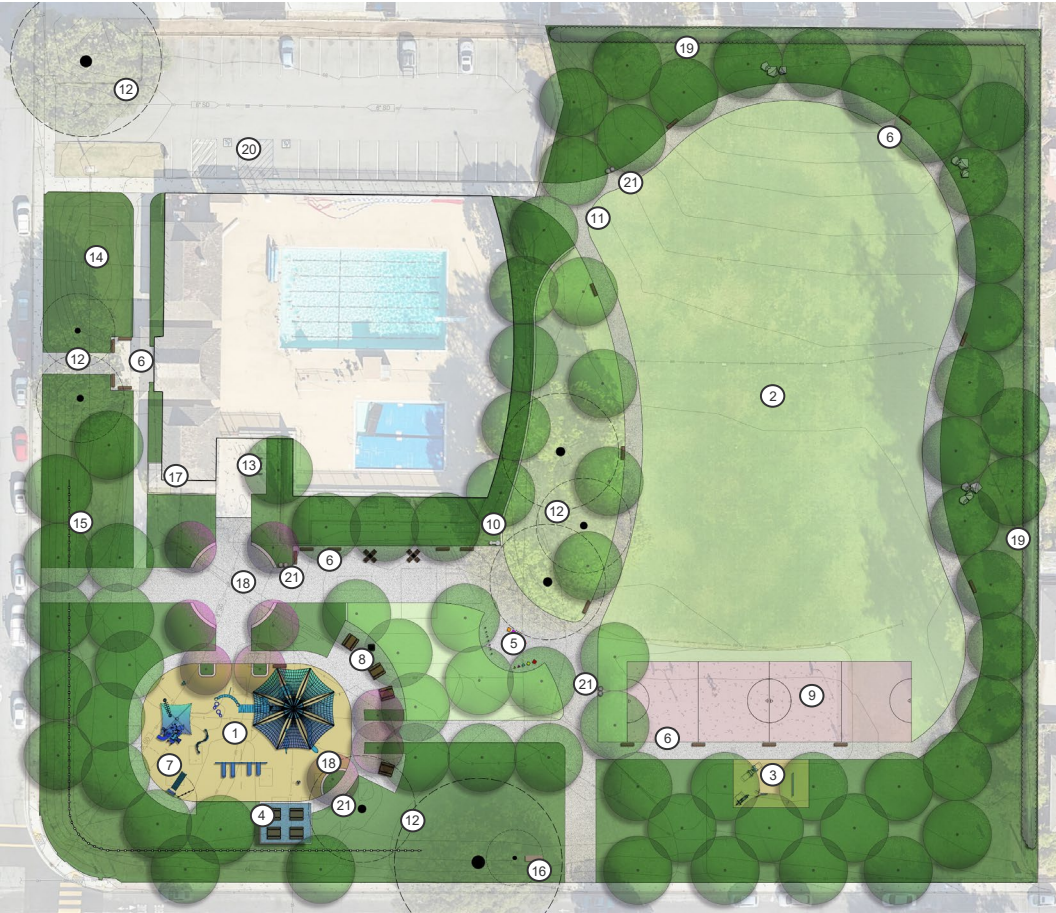
Schematic Park Plan Option 2



Option 2

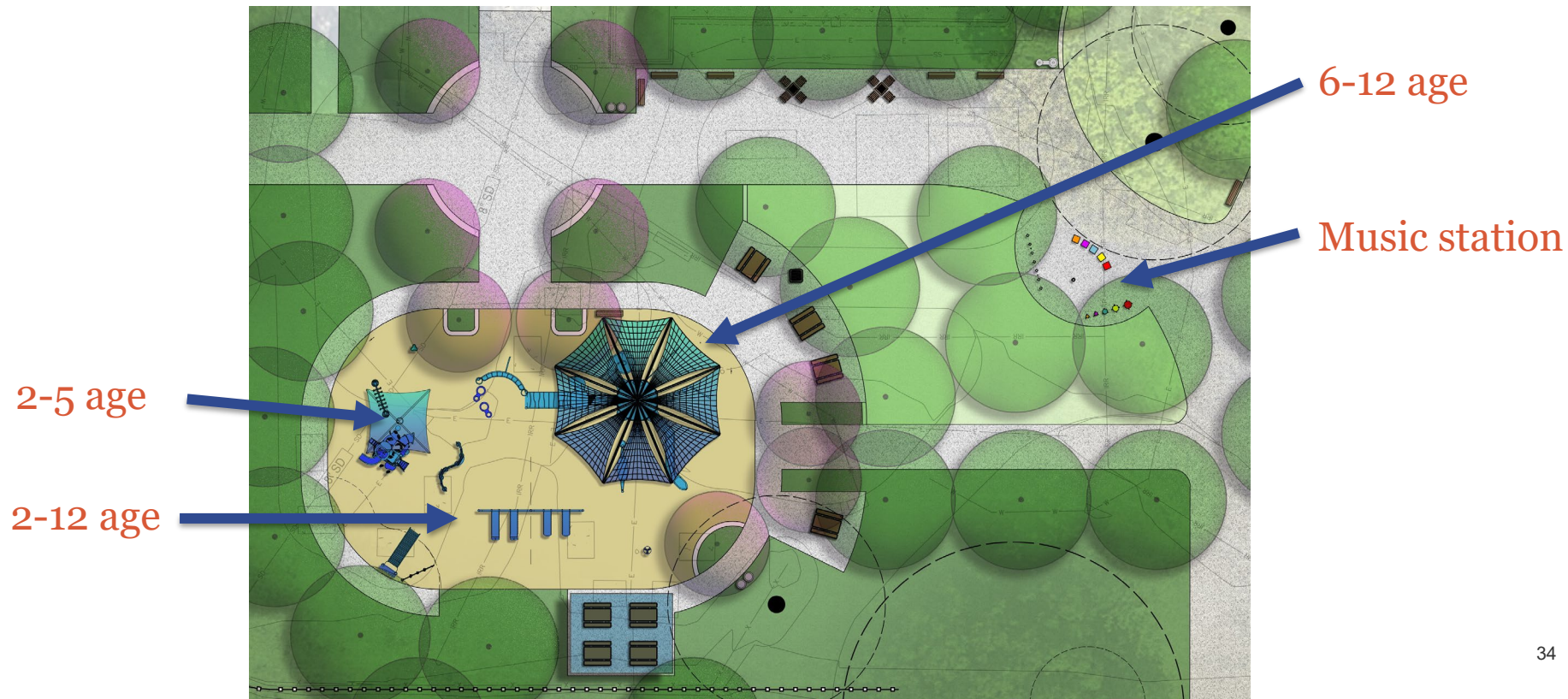
LEGEND

- 1 PLAYGROUND, APPROX. 5,350 SF
- 2 MULTI-PURPOSE LAWN
- 3 FITNESS COURSE
- 4 SHADED PICNIC AREA
- 5 MUSICAL EQUIPMENT
- 6 SEATING
- 7 EMBANKMENT SLIDE, 4 -5' TALL
- 8 PICNIC AREA
- 9 (2) FULL BASKETBALL COURTS
- 10 DRINKING FOUNTAIN
- 11 DOG STATION
- 12 (E) TREES TO REMAIN
- 13 BIKE RACKS
- 14 DROUGHT-TOLERANT SHRUBS
- 15 48" TALL FENCE
- 16 (E) PARK SIGN TO REMAIN
- 17 ADA-COMPLIANT WALKWAY TO MEN'S RESTROOM
- 18 SEATWALLS
- 19 SCREENING SHRUBS
- 20 ADA-COMPLIANT PARKING
- 21 TRASH/RECYCLING RECEPTACLES





Option 2: Playground







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

Option 2: Playground





Option 2: Age 2-5



Play structure with Shade for 2-5

- Transfer station
- Interactive panels
- One 32" slide
- Balance elements
- Overhead bars
- Climbers
- Bongo drums

**ADA Ramp to
embankment slide –
4' height**



Option 2: Age 6-12



**Tower with shade
structure (6-12)
10' high deck and
2' high deck**

- **Transfer station**
- **Interactive panels**
- **Two tall slides**
- **Balance elements**
- **Overhead bars**
- **Climbers**
- **Bridge**



Option 2: Age 2-12



**Swings
for 6-12**

**Swings
for 2-5**



**Spinner
2-12**



**Spinner
6-12**



Option 2

Seven elements
of play
+
Inclusive
components

Play Value Table Option 2														
	Existing Condition			Option 2										
	Age 2-5	Age 6-12	Capacity	Level of Play					Level of Play					Total Capacity
				Beginner	Intermediate	Advanced	Age 2-5	Capacity	Beginner	Intermediate	Advanced	Age 6-12	Capacity	
BALANCING	0	4	4		2	1	3	6	3	3	1	7	20	26
SLIDING	6	9	15	1	1		2	6			2	2	8	14
BRACHIATING	0	4	4			1	1	3		1		1	3	6
SPINNING	0	0	0		2		1	2		1		1	4	6
CLIMBING	6	9	15	1	3	1	5	15	3	3	2	8	27	42
SWINGING	2	2	4	2			2	2	2			2	4	6
RUNNING/FREE PLAY	3	3	6	N/A			14	34	N/A			15	45	79
TOTAL	17	31	48	4	8	3	28	68	8	8	5	25	111	179
INCLUSIVE PLAY	0	0	0	7	2	1	10	26	5	3	2	10	33	59



Play for all ages

- Fitness equipment for ages 13 and up.
- Several levels of challenge





Play for all ages



Basketball Court Expansion

- Add ½ court size hardscape to create 2 full size courts.
- Restripe
- Add four new hoops
- Add bench seating



Park Design Option 2

	Existing	Option 2
Play area	2,850 sf	5,325 sf
Hard-scape	20,100 sf	15,800 sf
Trail (Permeable Paving)		5,000 sf





Option 1



Option 2



Compare Option 1 vs Option 2

	Existing	Option 1
Play area	2,850 sf	6,400 sf
Hard-scape	20,100 sf	21,407 sf
Trail (Permeable Paving)		5,000 sf
Capacity	48	176
Shade	Limited Shade	Additional Shade

	Existing	Option 2
Play area	2,850 sf	5,325 sf
Hard-scape	20,100 sf	15,800 sf
Trail (Permeable Paving)		5,000 sf
Capacity	48	179
Shade	Limited Shade	Expansive Shade



Recommendation

Make a recommendation to the City Council to approve the preferred schematic park design for the Warburton Park Rehabilitation Master Plan-RTC 25-590

WARBURTON PARK

LEGEND

- 1 PLAYGROUND, APPROX. 5,900 SF
- 2 MULTI-PURPOSE LAWN
- 3 TABLE TENNIS
- 4 SHADE SAILS W/ PICNIC TABLES
- 5 MUSICAL EQUIPMENT
- 6 SEATING
- 7 AROMATIC GARDEN
- 8 PICNIC AREA
- 9 (E) BASKETBALL COURTS TO REMAIN
- 10 FITNESS AREA
- 11 DOG STATION
- 12 SAND PLAY AREA
- 13 (E) BIKE RACKS TO REMAIN
- 14 DROUGHT-TOLERANT SHRUBS
- 15 48" TALL FENCE
- 16 (E) PARK SIGN TO REMAIN
- 17 ADA-COMPLIANT WALKWAY TO MEN'S RESTROOM
- 18 SCREENING SHRUBS
- 19 ADA-COMPLIANT PARKING
- 20 TRASH/RECYCLING RECEPTACLES
- 21 DRINKING FOUNTAIN
- 22 (E) TREES TO REMAIN



CONCEPTUAL SITE PLAN OPTION 1

JAN. 2025 REV. 2

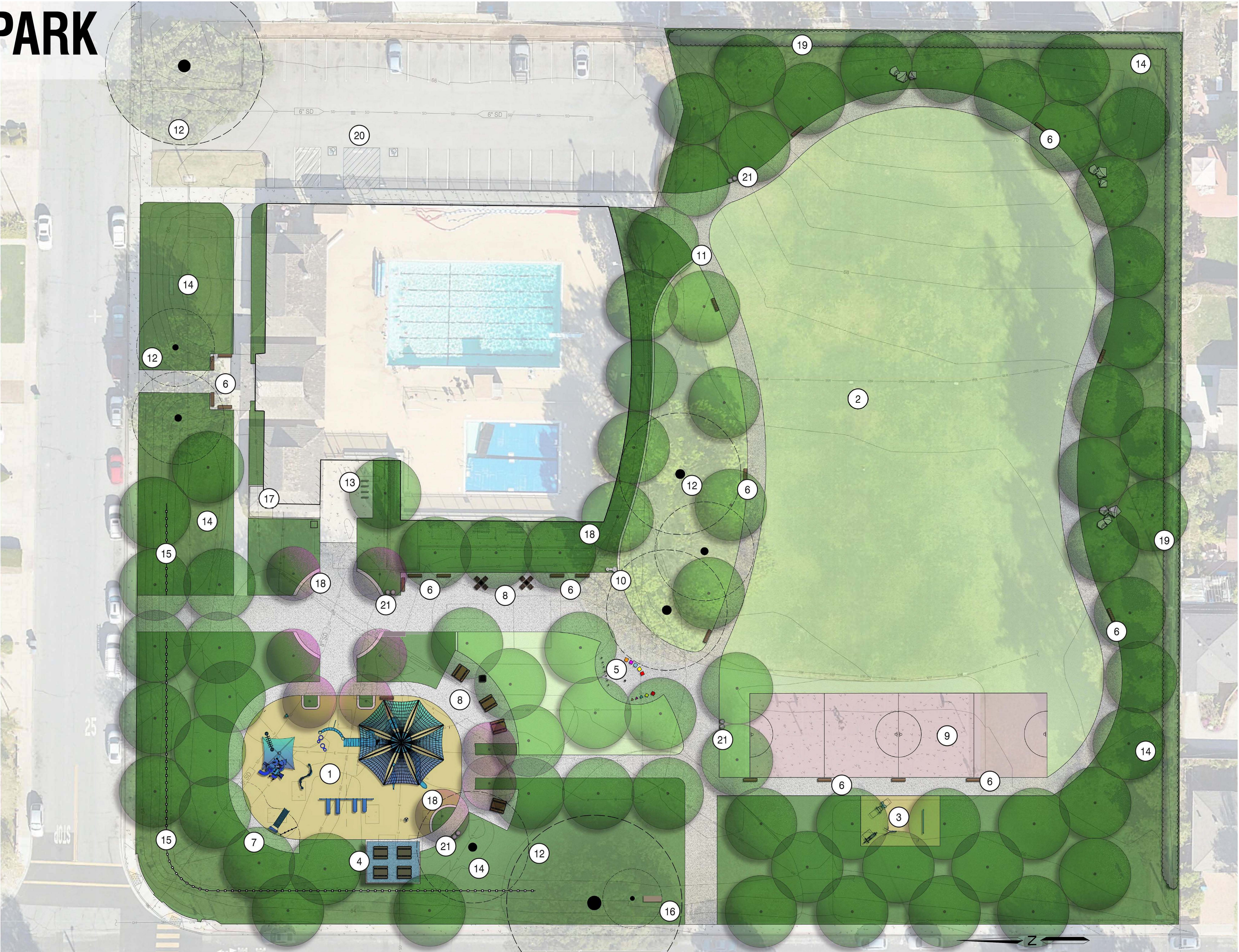
NOTE: THIS DOCUMENT IS FOR CONCEPTUAL PLANNING PURPOSES ONLY. THIS DOCUMENT IS MARKED PRELIMINARY AND NOT TO BE USED FOR CONSTRUCTION PURPOSES. ANY IMAGES SHOWN ARE TO CONVEY CONCEPT ONLY. CONSTRUCTION PLANS WILL VARY DEPENDING ON BUDGET, CLIENT DIRECTION, COMMUNITY INPUT AND FINAL MATERIALS SELECTION.



WARBURTON PARK

LEGEND

- 1 PLAYGROUND, APPROX. 5,350 SF
- 2 MULTI-PURPOSE LAWN
- 3 FITNESS COURSE
- 4 SHADED PICNIC AREA
- 5 MUSICAL EQUIPMENT
- 6 SEATING
- 7 EMBANKMENT SLIDE, 4 -5' TALL
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- 20 ADA-COMPLIANT PARKING
- 21 TRASH/RECYCLING RECEPTACLES



CONCEPTUAL SITE PLAN OPTION 2

JAN. 2025 REV. 2

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ORDINANCE NO. _____

**AN ORDINANCE OF THE CITY OF SANTA CLARA,
CALIFORNIA, APPROVING THE Warburton Park
Master Plan Update in accordance with City
Charter Section 714.1**

BE IT ORDAINED BY THE CITY OF SANTA CLARA AS FOLLOWS:

WHEREAS, the Warburton Park ("Park"), located at 555 Los Padres Blvd. was dedicated as 3.95 acres of parkland (APN 224-18-002) in 1954; **WHEREAS**, in 2018 the Facility Condition Index Report rated the Park site as "poor", the building as "fair", and the playground was given a rating of "D";

WHEREAS, the Park was prioritized for rehabilitation and funding for the Warburton Park Playground Rehabilitation Project #3137 ("Project") was approved by Council in the City's Biennial Capital Improvement Program (CIP) FY2022/23;

WHEREAS, the Park Master Plan Update will include renovation, expansion, relocation, new construction, and preservation of existing park amenities;

WHEREAS, the voters of the City of Santa Clara passed Measure R in 2016, which added section 714.1 to the City Charter, which prohibits substantial building, construction, reconstruction, or development of parks and recreation facilities except pursuant to ordinance subject to referendum;

WHEREAS, the Park Project improvements constitutes as substantial building, construction, reconstruction and/or development, and is subject to Measure R; and, **WHEREAS**, the City Council desires to approve the Park Project improvements by ordinance in accordance with City Charter section 714.1.

**NOW THEREFORE, BE IT FURTHER ORDAINED BY THE CITY OF SANTA CLARA,
AS FOLLOWS:**

SECTION 1: That the City Council hereby approves the building, construction, reconstruction and/or development in accordance with the Warburton Park Master Plan Update and the Playground Schematic Design, attached hereto and incorporated by this reference, and in accordance with City Charter section 714.1.

SECTION 2: Savings clause. The changes provided for in this ordinance shall not affect any offense or act committed or done or any penalty or forfeiture incurred or any right established or accruing before the effective date of this ordinance; nor shall it affect any prosecution, suit or proceeding pending or any judgment rendered prior to the effective date of this ordinance. All fee schedules shall remain in force until superseded by the feeschedules adopted by the City Council.

SECTION 3: This Ordinance shall not be codified in the Santa Clara City Code.

SECTION 4: Effective date. This ordinance shall take effect thirty (30) days after its final adoption; however, prior to its final adoption it shall be published in accordance with the requirements of Section 808 and 812 of “The Charter of the City of Santa Clara, California.”

PASSED FOR THE PURPOSE OF PUBLICATION this_____day of_____2025, by

the following vote:

AYES: COUNCILORS:

NOES: COUNCILORS:

ABSENT: COUNCILORS:

ABSTAINED: COUNCILORS:

ATTEST:

NORA PIMENTEL, MMC
ASSISTANT CITY CLERK

CITY OF SANTA CLARA

Attachments incorporated by reference:

1. Warburton Park Master Plan Update
2. Playground Schematic Design



Agenda Report

25-165

Agenda Date: 2/10/2025

REPORT TO PARKS & RECREATION COMMISSION

SUBJECT

Action to Recommend City Council Adoption of the Updated Wade Brummal Scholarship Program Guidelines

COUNCIL PILLAR

Deliver and Enhance High-Quality Efficient Services and Infrastructure
Enhance Community Sports, Recreational and Arts Assets
Enhance Community Engagement and Transparency

BACKGROUND

In October 2015, the City Council established a \$25 fee for non-resident youth sports participants to be assessed on all non-profit youth sports organizations that use City Parks & Recreation facilities. The non-resident fees collected are placed in the City's Public Donations Fund and disbursed according to the Wade Brummal Youth Sports Scholarship Program Guidelines (Attachment 1).

Since 2016 the program has collected \$262,403 in the Public Donations Fund. Subsequently, the Wade Brummal Scholarship Program (Program) has approved 28 grants in the amount of \$148,740 and spent \$52,098 on field equipment. The current balance of funds available for disbursement is \$61,565.

Table 1. Wade Brummal Youth Sports Scholarship Program Financial Grants FY2016-2024		
Fiscal Year	Recipient	Amount
2016-17	Santa Clara Pony Baseball	\$5,000
	SC Lions Football & Cheer (Fall)	\$1,000
	2016-17 Total:	\$6,000
2017-18	SC Lions Flag & Conditioning Camp	\$500
	SC Lions Tackle & Cheer	\$500
	SC PAL Softball	\$500
	SC PAL Soccer	\$500
	2017-18 Total:	\$2,000
2018-19	SC Lions Flag & Conditioning Camp	\$500
	SC Lions Tackle & Cheer	\$500
	SC PAL Softball	\$500
	SC PAL Soccer	\$500

	2018-19 Total:	\$2,000
2019-20	SC Lions Flag & Conditioning C	\$250
	SC Lions Fall Tackle & Cheer	\$250
	SC Lions Winter	\$500
	Pony Baseball	\$5,000
	2019-20 Total:	\$6,000
2020-21	Santa Clara Swim Club	\$500
	2020-21 Total:	\$500
2021-22	Santa Clara PAL BMX	\$2,420
	2021-22 Total:	\$2,420
2022-23	Santa Clara Youth Soccer	\$6,693
	Sportsfield Specialties - Soccer	\$11,260
	2022-23 Total:	\$17,953
2023-24	Santa Clara Lions Football	\$6,000
	Wilcox High School Athletic De	\$1,500
	Santa Clara PAL Softball	\$12,794
	Golden Triangle	\$2,124
	Santa Clara Pony Baseball	\$3,258
	Sportsfield Specialties - Soccer	\$40,838
	2023-24 Total:	\$66,514
2024-25	Santa Clara Pony Baseball	\$4,359
	Santa Clara Lions Football	\$9,928
	Santa Clara Swim Club	\$31,697
	Santa Clara Westside Little Lea	\$17,575
	Santa Clara Swim Club	\$11,652
	Santa Clara Youth Soccer Leag	\$22,240
	2024-2025 Total:	\$97,451
	TOTAL TO DATE:	\$200,838

At the February 2023 meeting, the Parks & Recreation Commission (Commission) requested that an item be placed on an upcoming agenda to discuss the Program history, funds, and guidelines to review and/or update the Program.

At the March 2023 meeting, the Commission voted to continue the item to the April meeting and formed a subcommittee to review the Program. The primary focus areas to be considered by the subcommittee included:

- increasing the amounts eligible for disbursement,
- new Program areas to be proposed for Program funding, and
- input from non-profit youth sports organizations about the Program, Guidelines and funding levels.

At the May 16, 2023, meeting, the subcommittee reported and recommended changes but took no action. In June and July, the subcommittee met to develop the recommended updates for the Commission to consider and at the August 15, 2023, meeting, the Commission reviewed the revised program procedures (Attachment 2).

In March 2024, City staff convened a Youth Sports User Group (Group) meeting that consisted of representatives from eight organizations and engaged over 30 separate individuals. The Group met six times in 2024 and discussed various topics such as the Wade Brummal Scholarship Program, field use permit fees, and field allocation priorities. This report represents the first item that will come before the Parks & Recreation Commission for consideration and recommendation.

DISCUSSION

The purpose of this report is to provide a brief history of the Wade Brummal Scholarship Program, highlight its impact on local sports organizations (scholarships and equipment funding), and provide recommendations to update the program guidelines for Fiscal Year 2025/26.

After the Commission completed its review of the Wade Brummal Scholarship Program in August 2023, they requested staff solicit feedback from the Group on how the program was working. The Group reviewed and discussed the Wade Brummal Scholarship Program over the past year and identified several goals and areas for program improvement. The Group expressed an interest in continuing the program, as it ultimately benefits resident athletes and resident non-profit youth sports organizations. The Group described the existing Program guidelines and process as cumbersome. Over the year, staff and the Group worked together to develop updated guidelines and processes to clarify eligible organizations, expenses, and priorities. Additionally, an online form was developed to facilitate the application process, while further clarifying the required documentation. Program marketing was also discussed, and if approved, will be placed on an annual calendar developed by the Group. The updated Wade Brummal Draft Guidelines (Attachment 3) contains the details of the program.

The Commission may discuss the proposed Wade Brummal Scholarship Program Guidelines and make a recommendation to the City Council for review and consideration at the next available meeting.

ENVIRONMENTAL REVIEW

The action being considered does not constitute a "project" within the meaning of the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines section 15378(b)(5) in that it is a governmental organizational or administrative activity that will not result in direct or indirect changes in the environment.

FISCAL IMPACT

There is no fiscal impact to the City for consideration of this item except staff time. Funding for this program is held in a Public Donations account and this program does not impact the General Fund.

PUBLIC CONTACT

Public contact was made by posting the Council 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>> or at the public information desk at any City of Santa Clara public library.

RECOMMENDATION

Recommend that City Council adopt the Updated Wade Brummal Scholarship Program Guidelines

Reviewed by: Kimberly Castro, Recreation Manager

Approved by: Damon Sparacino, Director Parks & Recreation

ATTACHMENTS

1. City Council Report Wade Brummal Oct 27, 2015
2. Draft Revisions Wade Brummal Procedures 2023
3. Update Wade Brummel Draft Guidelines 2025



AGENDA REPORT

Date: October 27, 2015
To: City Manager for Council Action
From: Director of Parks & Recreation
Subject: Unfinished Business—Parks & Recreation Commission Report on outreach to organizations regarding the \$25 non-resident participant fee

EXECUTIVE SUMMARY

On April 21, 2015, Council considered the Parks & Recreation Commission's recommendation to establish a non-resident youth sports participation fee in the amount of \$25 per non-resident participant to be assessed on all non-profit youth sports organizations that use City parks and recreation facilities for their respective sports programs and that the fees collected be made available for consideration for disbursement according to the Wade Brummal Youth Sports Scholarship Program guidelines. The purpose of the Commission proposal was to establish a regular source of funds to support the Wade Brummal Youth Sports Scholarship that provides local non-profit youth sports organization with financial support for needs such as participant registration, equipment, and tournament entry fees. The Council referred the recommendation back to the Commission for further outreach to the non-profit youth sports organizations. On May 19, 2015, the Commission Chair reviewed the additional outreach efforts that included sending a copy of the proposal through the Parks & Recreation Department to all of the youth sports organizations and invitations to comment and/or attend the Commission meeting, follow up communication by the Chair with the Santa Clara Swim Club and Lions Football. On July 21, 2015 in response to the major concerns of the two groups, the Commission further refined the elements of the proposal including the definition of Santa Clara resident, removing the maximum grant per family and allowing additional opportunities for the leagues to request funding from the Scholarship Fund. On August 18, 2015, the Commission recommended that the revised proposal for Annual Non-Resident Sports Participant's Fee for Use of City of Santa Clara Athletic Facilities with Proceeds to Benefit City's "Wade Brummal—Youth Sports Scholarship Fund" be submitted to Council for approval.

ADVANTAGES AND DISADVANTAGES OF ISSUE

Additional efforts to contact and receive input from youth athletic leagues was made by the commission including sending copies of the proposal to the leagues for comment and inviting comment at three additional Commission meetings. The proposal has been revised to include the comments and to address concerns. The schedule for implementation has also been revised to provide time for organizations to adjust and incorporate both the new fee and opportunities to request funding. Implementing an affordable non-resident fee would provide a stable source of funding for needs of local non-profit sports groups such as support for disadvantaged youth and program costs.

ECONOMIC/FISCAL IMPACT

The proposal does not effect the City General Fund, but does provide a stable source of revenue for the City's Wade Brummal Youth Sports Scholarship Fund (084-1117-87800-(A)20412) that receives support primarily from donations from the public, and in the past, from charitable golf tournament proceeds. The estimated amount to be generated is \$15,000-\$20,000 per year, but would depend upon the actual number of non-resident participants in the community sports programs.

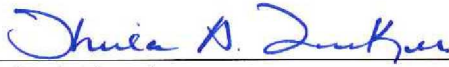
RECOMMENDATION

That the Council establish a non-resident youth sports participation fee in the amount of \$25 per non-resident participant to be assessed on all non-profit youth sports organizations that use City parks and recreation facilities for their respective sports programs and that the fees collected be made available for consideration for disbursement according to the Wade Brummal Youth Sports Scholarship Program guidelines.



James Teixeira
Director of Parks & Recreation
Commission Liaison

APPROVED:



b7 Julio J. Fuentes
City Manager

Documents Related to this Report:

- 1) *Exhibit A-Parks & Recreation Commission Wade Brummal Youth Sports Scholarship Funding Proposal*

Exhibit A

WADE BRUMMAL YOUTH SPORTS SCHOLARSHIP PROGRAM FUNDING PROPOSAL.

The City of Santa Clara Wade Brummal Youth Sports Scholarship Program Funding Proposal ("Proposal") will apply to all non-profit youth sports groups, organizations and athletic leagues located in the City of Santa Clara that use City of Santa Clara Parks & Recreation athletic facilities. The purpose of this proposal is to generate funds for the Wade Brummal Youth Sports Scholarship Grant Program that provides financial assistance to Santa Clara youth residents who wish to participate in organized youth sports and may not have the financial means to pay the fees required to participate in youth sports leagues, and helps support sports league's facility and program needs. Fees will be collected from all youth non-profit sports organizations that allow "non-residents" to participate in their respective programs. Each organization will submit a roster that lists all residents (with proof of residency) and all "non-resident" participants to the Santa Clara Parks & Recreation Department annually or prior to receiving a facility use permit. The number of non-resident participants provided on the roster will determine the total amount due for non-resident participation fees.

Policy and Procedures:

- 1) **Amount of Fee:** Each non-profit youth sports organization using a Santa Clara Parks & Recreation sports facility will pay a fee of \$25 per year, per non-resident participant.
 - a) **Non-Resident Definition:** A "non-resident" is any person who does not reside within the geographic boundaries of the City of Santa Clara or the boundaries of the Santa Clara Unified School District (SCUSD).
 - b) **Resident Definition:** A resident is any person who resides within the City of Santa Clara or is enrolled in the SCUSD.
 - c) **Proof of Residency:** It will be the responsibility of the leagues to verify residency. Leagues will disclose non-residents on residency rosters submitted to the Parks and Recreation Department.
- 2) **Payment:** The total fee will be made payable to the City of Santa Clara—Wade Brummal Youth Sports Scholarship Program, c/o Parks & Recreation Department, 1500 Warburton Ave., Santa Clara, CA 95050.
- 3) **Schedule for Submitting Participant Roster and Fee.** Rosters should highlight a list of all non-resident participants in each eligible youth sports organization. Rosters and payment will be submitted by the last business day prior to the following dates:
 - Aquatic Sports—September 30
 - Swimming—Santa Clara Swim Club
 - Synchronized Swim—Aquamaids
 - Diving—Santa Clara Diving Club
 - Water Polo & Others
 - Softball—June 30
 - Baseball—June 30
 - SCPAL—June 30 for Summer/Fall sports; December 31 for Winter/Spring sports
 - Football—June 30
 - Soccer—September 30
 - Other Sports—prior to issuance of Athletic Facility Use Permit

4) Funding Requests.

- a) **Eligibility.** Any Santa Clara based, non-profit youth sports organization that pays the non-resident, participation fee is eligible to apply for funding/request reimbursement for financial assistance granted to residents of the City of Santa Clara. Additionally, non-profit youth sports organizations that provide services to Santa Clara residents only, due to jurisdictional boundaries, are also eligible for reimbursement (i.e., Little League Baseball). Eligible organizations must comply with Title IX, the federal law that prohibits discrimination on the basis of gender in schools that receive federal funding — including in their athletics programs.
- b) **Application/Requests:** A written application (Request for Funds) by the board president or executive director of the youth sports organization will be submitted to the City of Santa Clara—Parks & Recreation Department on behalf of the sports organization.
- c) **Limit of Request(s):**
 - i) An application (Request for funds) will be considered for approval for **up to \$500** (or less based on available funds) by the Parks and Recreation Department on a case-by-case basis.
 - ii) An application (Request for Funds) for **over \$500** (or less, based on total funds available in the Wade Brummal Youth Sports Scholarship Program Fund) will be reviewed by the Parks & Recreation Commission for a recommendation of approval.
 - iii) A request for funds may be made by any organization no more than one time per quarter.
- d) **Priorities of Funding.**
 - i) Participant Scholarships. Reimbursement of a youth sports organization's direct financial assistance to support disadvantaged residents to participate in the sport (i.e. league registration fees, participation, etc.) Individuals must be qualifying residents of the City of Santa Clara (as defined in Policy and Procedures 1.B)
 - ii) Relevant program costs. Reimbursement for new equipment, field repairs, capital projects, maintenance costs. (Only available if fund balance exceeds \$15,000 in a year.)
 - iii) Reimbursement of costs related to additional competition expenses (i.e., travel). Grants of this nature will be reviewed by the Parks & Recreation Commission on a case-by-case basis for a recommendation of approval.
 - iv) Requests from non-contributing Santa Clara based youth sports organizations and programs are also eligible to request funds based on fund availability. Requests must be made to the Parks and Recreation Commission for approval.
 - v) Contributions to the fund do not constitute a guarantee of funding.

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WADE BRUMMAL YOUTH SPORTS GRANT PROGRAM PROCEDURES

Background

The City of Santa Clara Wade Brummal Youth Sports Grant Program funds apply to all non-profit youth sports groups, organizations and athletic leagues located in the City of Santa Clara that use City of Santa Clara Parks & Recreation athletic facilities. The purpose of the program is to generate funds for the Wade Brummal Youth Sports Grant Program which provides financial assistance to Santa Clara youth residents who wish to participate in organized youth sports and may not have the financial means to pay youth sports participant fees, and support sports league's facility and program needs. Fees are collected from all youth non-profit sports organizations that allow "non-residents" to participate in their respective programs. Each organization submits a roster that lists all residents (with proof of residency) and all "non-resident" participants to the Santa Clara Parks & Recreation Department annually or prior to receiving a facility use permit. The number of non-resident participants on the roster will determine the total amount due for non-resident participation fees.

Program Implementation

1. Amount of Fee: Each non-profit youth sports organization using a Santa Clara Parks & Recreation sports facility will pay a fee of \$25 per year, per non-resident participant.
2. Non-Resident Definition: A "non-resident" is any person who does not reside within the geographic boundaries of the City of Santa Clara or the boundaries of the Santa Clara Unified School District (SCUSD).
3. Resident Definition: A resident is any person who resides within the City of Santa Clara or is enrolled in the SCUSD.
4. Proof of Residency: It will be the responsibility of the leagues to verify residency. Leagues will disclose non-residents on residency rosters submitted to the Parks and Recreation Department.
5. Payment: The total fee will be made payable to the City of Santa Clara-Wade Brummal Youth Sports Scholarship Program, c/o Parks & Recreation Department, 1500 Warburton Ave., Santa Clara, CA 95050.
6. Schedule for Submitting Participant Roster and Fee. Rosters should highlight a list of all non-resident participants in each eligible youth sports organization. Rosters and payment will be submitted by the last business day prior to the following dates:

September 30	June 30
Aquatic Sports Swimming Diving Water Polo & Others Soccer	Softball Baseball Football Judo

Other Sports-prior to the issuance of Athletic Facility Use Permit

Funding Requests

Eligibility Any Santa Clara based, non-profit youth sports organization that pays the non-resident, participation fee is eligible to apply for funding/request reimbursement for financial assistance granted to residents of the City of Santa Clara. Additionally, non-profit youth sports organizations that provide services to Santa Clara residents only, due to jurisdictional boundaries, are also eligible for reimbursement (i.e., Little League Baseball). Eligible organizations must comply with Title IX, the federal law that prohibits discrimination on the basis of gender in schools that receive federal funding including in their athletics programs.

Application/Requests: A written application by the board president or executive director of the youth sports organization will be submitted to the City of Santa Clara-Parks & Recreation Department on behalf of the sports organization.

Limit of Request(s)

1. An application will be considered for approval for up to \$2,000 by the Parks and Recreation Department on a case-by-case basis.
2. An application for over \$2,001 will be reviewed by the Parks & Recreation Commission for a recommendation of approval. The Commission reserves the right to approve partial funding of requests or deny requests.
3. A request for funds may be made by any organization no more than one time per quarter.

Priorities of Funding

1. Participant Scholarships. Reimbursement of a youth sports organization's direct financial assistance to support disadvantaged residents to participate in the sport (i.e. league registration fees, participation, etc.) Individuals must be qualifying residents of the City of Santa Clara (as defined in Program Implementation 4.)
2. Relevant program costs. Reimbursement for new equipment, field repairs, capital projects, maintenance costs. Only available if fund balance exceeds \$15,000 in a year. Facilities must be within the City of Santa Clara and be accessible to the public.
3. Reimbursement of costs related to additional competition expenses (i.e., travel). Reimbursements of this nature will be reviewed by the Parks & Recreation Commission on a case-by-case basis for a recommendation of approval.
4. Requests from non-contributing Santa Clara based youth sports organizations and programs are also eligible to request funds for scholarships for qualifying residents of the City of Santa Clara (as defined in Policy and Procedures 1.8).
5. If the balance of the Wade Brummel Grant programs is greater than \$50,000 at the end of the fiscal year, the Parks & Recreation Commission may choose to contribute funds towards activities that would benefit Santa Clara Youth sports.

6. Contributions to the fund do not constitute a guarantee of funding.



CITY OF SANTA CLARA DRAFT WADE BRUMMAL SCHOLARSHIP PROGRAM GUIDELINES

Background

The Wade Brummal Scholarship Program (Program) was established in 2015 after an extensive outreach process. The Program is named after Wade Brummal who taught at Santa Clara High School, was the founder of the Santa Clara Weekly, and as a Santa Clara resident has been supportive of “access for all” in youth sports. The Program’s objective is to provide financial assistance to Santa Clara youth who wish to play in organized youth sports programs but may not have the financial means to participate in these programs.

Since the Program was established, it has generated over \$262,000 to support youth sports organizations as they have provided scholarships for athletes, paid for player uniforms, travel and competition fees, and necessary equipment. Twenty-eight grants have been allocated from this Program.

Currently, the community desires to update the Wade Brummal Scholarship Program and Grant Guidelines to better reflect the needs of youth sports and the community. The update further defines eligible expenses and protocols for applying and awarding grants to youth sports organizations.

The Program is administered by the Parks & Recreation Department of the City of Santa Clara.

Wade Brummal Scholarship Program Grant Process

1. Youth Sports Organization (YSO) submits rosters of non-resident participants and pays fee;
2. YSO may submit a scholarship reimbursement request and/or a grant request to the City once per year for eligible expense;
3. City processes the scholarship/grant request and determines the eligibility of the request;
4. City issues payment to YSO.

Who Participates

Any non-profit youth sports organization (YSO) that receives a permit to host their program in a City of Santa Clara facility; and that program allows non-resident athletes to participate in the sport; are required to participate in the Program.

Program Participation Process

YSOs utilizing City facilities for their program must submit annual participant rosters to the Parks & Recreation Department by April 15th. Rosters must cover the program year

(July 1-June 30) and include participant information: resident/non-resident status, address, zip code and school. YSOs must contribute \$25 per sport per year for each non-resident athlete on the roster. The City shall invoice the YSO for any monies owed to the Program. Invoices will be due within 30 days of receipt.

Fees and program guidelines are subject to change with review by the Parks & Recreation Commission. The following fees are recommended through Fiscal Year 2027/28.

Fiscal Year	2024/25	2025/26	2026/27	2027/28
Wade Brummal Annual Fee	\$25	\$25	\$35	\$45

Payment

Fees shall be made payable to the City of Santa Clara-Wade Brummal Youth Sports Scholarship Program and be sent or dropped off at the Parks & Recreation Department, 1500 Warburton Ave., Santa Clara, CA 95050.

Program Definitions

1. Non-Resident: A "non-resident" is any player/athlete 18 and under who does not reside within the geographic boundaries of the City of Santa Clara or the boundaries of the Santa Clara Unified School District (SCUSD).
2. Youth Resident: A resident is any player/athlete 18 and under who resides within the City of Santa Clara or is enrolled in the SCUSD or a private school located in the City of Santa Clara.
3. Non-profit Youth Sports Organization: A registered 501(c)3 non-profit organization serving Santa Clara youth, located in the City of Santa Clara, that is registered with the State of California, operating exclusively for the welfare and development of a youth sport rather than commercial.
4. Proof of Residency: It will be the responsibility of the leagues to verify residency. Leagues will disclose non-residents on rosters submitted to the Parks & Recreation Department. The roster shall include the following information: name/initials, address, zip code, and school attendance for each participant.

Scholarship/Grant Eligibility

YSO must be Santa Clara based, non-profit youth sports organization, serving youth under the age of 18. YSO must contribute to the Program, be current in their payment to the Program, and comply with Title IX; the federal law that prohibits discrimination on the basis of gender in schools that receive federal funding including in their athletics programs.

Scholarship/Grant Non-Eligibility

- School-based, youth athletic programs.
- Reimbursement of field permit fees.
- Reimbursement facility rental fees.
- Reimbursement of any fees for sports membership or associations related to certifications.
- Reimbursement for liability insurance.

Grant Application

Online forms for these grants are available on the City Parks & Recreation Department website, under the tab “Scholarships and Grants”. (City of Santa Clara Wade Brummal Grant Application). Grant applications may be submitted as early as April 15 but will be due by July 1 of each year for the expenses related to the previous year.

Grant Submission**All scholarship and grant submissions must include:**

1. A completed application;
2. Submission of all back up documentation such as rosters, receipts, and a spreadsheet summary;
3. Itemized receipts from purchases with the date of the purchase; and
4. Organizations have no more than 60 days to complete the application process and provide approved receipts or the application will be disqualified.

Priorities of Funding

1. Participant Scholarships
 - a. Reimbursement of a YSO direct financial assistance to support disadvantaged athletes in the sport. Individuals must be qualifying residents of the City of Santa Clara.
 - b. YSO may qualify the athlete for a scholarship based on participation in a government support program such as WIC, SNAP, a reduced utility program, free and reduced lunch or other social service, or an expressed hardship.
2. Sports Equipment and Related Expenses
 - a. Competition/tournament fees, uniforms, training equipment, or other expenses that enable the scholarship athlete to play.
 - b. Organizational expenses related to volunteer coaches' certifications or volunteer fingerprinting.

Limit of Request(s)

1. An application will be considered for administrative approval for up to \$2,500 by the Parks & Recreation Department. Staff reserves the right to approve partial funding or to deny requests.
2. An application for over \$2,500 will be reviewed by the Parks & Recreation Commission for a recommendation of approval. The Commission reserves the right to approve partial funding of requests or to deny requests.
3. A request for funds may be made by any organization no more than one time per year.
4. If the balance of available funds in the Wade Brummel Scholarship Program is greater than \$50,000 at the end of the fiscal year, the Parks & Recreation Commission may choose to:
 - a. Contribute funds towards activities that would benefit Santa Clara youth sports based on staff recommendation.
 - b. Consider requests from non-contributing Santa Clara-based YSOs and programs (i.e. groups who do not pay into the program for non-residents) for scholarships and grants related for qualifying players/athletes of the City of Santa Clara.

All Wade Brummel Scholarship Program Guidelines will be in effect for any funding allocations related to this program.

Disclaimer

Contributions to the Program do not constitute a guarantee of funding.



Agenda Report

25-161

Agenda Date: 2/10/2025

REPORT TO PARKS & RECREATION COMMISSION

SUBJECT

Status Update on the Progress Made on the FY 2024/25 Parks & Recreation Commission's Work Plan Goals

COUNCIL PILLAR

Enhance Community Engagement and Transparency
Enhance Community Sports, Recreational and Arts Assets
Deliver and Enhance High-Quality Efficient Services and Infrastructure

BACKGROUND

Annually, the Parks & Recreation Commission (Commission) considers three to six specific, measurable, attainable, realistic, and time-bound work plan goals and/or activities for the year.

At the July 8, 2024, Parks & Recreation Commission meeting, the Commission adopted Work Plan Goals A through F, as follows:

- Goal A: Review park site and facility condition assessments and recommend priorities given existing and anticipated service levels and available resources.
- Goal B: Review and solicit community input on the existing City park rehabilitation projects based on the current Capital Improvement Program (CIP) budget and schedule, as well as review residential developer proposed schematic designs for new neighborhood parks that serve new residential development.
- Goal C: Host and develop recommendations for the annual Santa Clara Art & Wine Festival 2024 and participate in Citywide special events.
- Goal D: Partner with one other City commission to build/expand on at least one existing Parks & Recreation event by adding an extra element for patrons to interact with during the event.
- Goal E: Participate in the Parks & Recreation Master Plan process.
- Goal F: Consider the annual budget of the Parks & Recreation Department during the budget preparation process and make recommendations with respect thereto to the City Manager and City Council.

DISCUSSION

In addition to conducting a review of the Work Plan Goals matrix, the purpose of this item is to

provide the opportunity for the subcommittees to report their progress. As such, each subcommittee will provide a verbal update on their planned efforts and activities. Should an item require action by the full Commission, the item will be placed on a future agenda for discussion.

At the February 10, 2025, meeting, the Commission will review the matrix for the Work Plan Goals (Attachment 1) and provide updates on progress made to meet the measurable objectives for FY 2024/25.

ENVIRONMENTAL REVIEW

The action being considered does not constitute a “project” within the meaning of the California Environmental Quality Act (“CEQA”) pursuant to CEQA Guidelines section 15378(b)(5) in that it is a governmental organizational or administrative activity that will not result in direct or indirect changes in the environment.

PUBLIC CONTACT

Public contact was made by posting the Parks & Recreation Commission 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>>.

RECOMMENDATION

Provide status update on progress made on the FY 2024/25 Parks & Recreation Commission’s work plan goals.

Prepared by: Dale Seale, Deputy Parks & Recreation Director

Reviewed by: Kimberly Castro, Recreation Manager

Approved by: Damon Sparacino, Director of Parks & Recreation

ATTACHMENTS

1. Parks & Recreation Commission Work Plan FY 2024/25 for February 10, 2025, Meeting.



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

PARKS & RECREATION COMMISSION

**CHARTER, PRIORITIES, AND WORK PLAN
FY 2024/25**

CITY CHARTER

The City of Santa Clara charter includes the following sections that mandate the formation of a Parks & Recreation Commission and its role.

Sec. 1008 Parks & Recreation Commission.

There shall be a City Parks & Recreation Commission consisting of seven members to be appointed by the City Council from the qualified electors of the City, none of whom shall hold any paid office or employment in the City government.

Sec. 1009 Parks & Recreation Commission – Powers and duties.

The Parks & Recreation Commission shall have power and be required to:

(a) Act in advisory capacity to the City Council in all matters pertaining to parks, recreation, playgrounds, and entertainment;

(b) Consider the annual budget of the Parks & Recreation Department during the process of its preparation and make recommendations with respect thereto to the City Manager and the City Council; and

(c) Assist in the planning and supervision of a recreation program for the inhabitants of the City, promote and stimulate public interest therein and to that end, solicit to the fullest extent possible the cooperation of school authorities and other public and private agencies interested therein. (Amended by electors at an election held March 7, 2000, Charter Chapter 11 of the State Statutes of 2000)

VISION STATEMENT

Enrich the lives and enhance the health and wellbeing of our community by supporting a vibrant, active quality of life for all ages, abilities and interests through excellent parks and recreational facilities, community services, programs, and events.

PRIORITIES

Based on the Commission charter, the above vision statement, values, and context from prior years, the Commission has defined its priorities and goals for current fiscal year. The priorities are presented in this section and the goals emanating from these priorities are stated in the following section.

1. Assess facility and program conditions and recommend prioritized maintenance and improvements to facilities and programming. Include in the master plan as appropriate.
2. Identify gaps in infrastructure and programs by neighborhood. Include recommendations for updates to the master plan.
3. Identify opportunities for increasing community participation and current impediments. Recommend ways to enhance community participation and experience.
4. Review the current year Art and Wine Festival, feedback received, and lessons learned and plan for next year's Art and Wine Festival.

GOALS

Goal A:

Review park site and facility condition assessments and recommend priorities given existing and anticipated service levels and available resources

Objective	Ad Hoc Subcommittee	Timeline	Notes	Measurable Objective
Review Facility Conditions Report 2018		Completed	Based on the 2018 report and current level the park projects and priority list for future projects seem reasonable.	Projects noted in report are funded in the City's proposed CIP budget.
Visit at least three parks and swimming pools and note facility condition and make recommendations for improvements	All Commissioners	Ongoing	<p>Divide parks and swimming pools for commissioners to visit by interest. The Commission discussed the visitation forms for special events, parks, and aquatic facilities. The final version of the forms and the spreadsheet that will be used to compile the visitation data was completed.</p> <p>At the January 2025 meeting, the Commission received the visitation data update for their visits to events, parks and aquatic facilities.</p>	100% of Commission Members submit evaluation forms for at least 1 (one) park/facility each month.

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; and
- 2) Review residential developer proposed schematic designs for new neighborhood parks that serve new residential development;

Objective	Ad Hoc Subcommittee	Timeline	Notes	Measurable Objective
Improve Park Project Webpage to highlight community outreach	Hai and Chu	Ongoing	Website structure currently under review by City. The Henry Schmidt Park Playground Rehabilitation Schematic Design with the train depot train theme was approved by Council on April 9, 2024, and project is at 95% design plan completion.	Webpage is revised to include opportunities for community input for Park Projects
Use data to improve metrics for park use and outreach. Work with city staff to solicit input from the community and identify and recommend improvements to improve overall metrics of all parks.	Chu, DeMarco, Gupta	Ongoing	Relies on city staff to: <ul style="list-style-type: none">• collect park usage data and share with the Commission• organize community outreach and conduct survey At the January 2025 meeting, The Commission reviewed initial park site visitation data for park patrons that may be used to enhance community outreach and input.	An evaluation tool is developed to evaluate the effectiveness of outreach efforts and the Commission receives regular reports
Receive presentations organized by city staff and review residential developer proposed schematic designs for new neighborhood parks that serve new residential development	All Commissioners	Ongoing	In October, the Commission reviewed and recommended approval of the schematic design for the new Mini-Park at 4590 Patrick Henry Drive.	Schematic designs for all new parks are submitted to the Commission for review and comment

Act as ambassadors for new parks and engage community to give feedback	All Commissioners	Ongoing		100% of Commission members attend at least 3 community or Council meetings to advocate on behalf of Parks and Recreation programs
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Goal C:

1) Host and develop recommendations for the annual Santa Clara Art & Wine Festival 2024; and

2) Participate in Citywide Special events

Objective	Ad Hoc Subcommittee	Timeline	Notes	Measurable Objective
Participate in Art and Wine Festival planning and supervise hosting of Art and Wine Festival	Ricketts, Hai, Forte		<p>Hear Updates, Give Opinions, Meet with Staff, Work at Event.</p> <p>Progress on the upcoming Art & Wine Festival includes: securing 120 artists, sponsors are coming in, recruitment of junior artists will be starting soon, non-profit organization applications will be sent out in the coming weeks, and staff continue to work on merchandising.</p> <p>Chair Hai and Commissioners Caldwell, Chu, Forte, DeMarco, Gupta, and Ricketts all participated at the 2024 Art & Wine Festival in support of the event.</p> <p>This work plan item is complete.</p>	100% of Commission member volunteer for a minimum of 3 hours in support of the Art & Wine Festival
Participate in Citywide Special events.	All Commissioners		<p>Concerts, Movies in the Park, City Council Meetings, Park Openings, Special Events</p> <p>Commissioners attended and participated in the 2024 Holiday Tree Lighting Event on December 6.</p>	100% of Commission member volunteer for a minimum of 3 hours in support of one of the Department's Special Events

Goal D:

Partner with at least one other City commission to build on/expand at least one existing Parks & Recreation event by adding one extra element for patrons to interact with during the event.

Objective	Ad Hoc Subcommittee	Timeline	Notes	Measurable Objective
Plan a cultural event with another commission, and the Community.	Hai, Ricketts, and Forte	2025	<p>Subcommittee to meet on Sunday 9/22/2024 with the members of the Cultural Commission.</p> <p>Subcommittee confirmed that the marketplace event they had been working on with the Cultural Commission would not be moving forward, and the funds needed for the event would be insufficient. They will continue to brainstorm ideas for a joint event with the Cultural Commission.</p>	The event is held in 2025

Goal E:
Participate in the Parks & Recreation Master Plan Process

Objective	Ad Hoc Subcommittee	Timeline	Notes	Measurable Objective
Receive updates from Staff	All Commissioners		The Parks & Recreation Department introduced the Consultant (WRT) at the August 2024 meeting and received input from the Commission.	Staff provides a monthly update on the status of the master plan process
Develop Subcommittees as needed	All Commissioners		Commissioners participated in focus groups for the Parks & Recreation Master Plan and provided feedback to the Consultant (WRT).	75% of Commission members participate in focus group or other community engagement activity for the master plan process.

Goal F:
Consider the annual budget of the Parks & Recreation Department during the budget preparation process and make recommendations with respect thereto to the City Manager and City Council.

Objective	Ad Hoc Subcommittee	Timeline	Notes	Measurable Objective
Receive updates from Staff	All Commissioners	Annually		A review of the proposed annual budget is placed on the Commission's agenda prior to the Council adoption of the budget.
Review Wade Brummal Grant/Scholarship requests in accordance with established policy	All Commissioners	As needed	<p>The Commission approved three grant scholarships requests at the November 25 Meeting.</p> <p>The Commission will review the draft Wad Brummal Grant Scholarship Program documents at the February or March 2025 Meeting.</p>	Staff provides an annual report of all Wade Brummal Grant/Scholarship requests to ensure Commission is reviewing requests in accordance with established policy