



# City of Santa Clara

## Meeting Minutes

### Parks & Recreation Commission

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10/18/2022

7:00 PM

Virtual Meeting

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Pursuant to California Government Code Section 54953(e) and City of Santa Clara Resolution 22-9142, the Parks & Recreation Commission meeting will be held by teleconference only. No physical location will be available for this meeting; however, the City of Santa Clara continues to have methods for the public to participate remotely:

Via Zoom:

<https://santaclaraca.zoom.us/j/91316665755>

Meeting ID: 913 1666 5755 or

Phone: (669) 900-6833

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

**Chair Gonzalez called the meeting to order at 7:02 PM.**

- Present** 5 - Vice Chair Dana Caldwell, Commissioner Burt Field , Commissioner Eversley Forte, Commissioner Sajid Hai, and Commissioner Brittany Ricketts
- Excused** 1 - Commissioner Maureen Chu

**Commissioner Hai made a motion, seconded by Commissioner Caldwell to excuse Commission Chu.**

- Aye:** 6 - Vice Chair Caldwell, Commissioner Field , Commissioner Forte, Gonzalez, Commissioner Hai, and Commissioner Ricketts

**Excused:** 1 - Commissioner Chu

#### **CONSENT CALENDAR**

**Commissioner Forte made a motion, seconded by Commissioner Caldwell to approve the Consent Calendar.**

- Aye:** 6 - Vice Chair Caldwell, Commissioner Field , Commissioner Forte, Gonzalez, Commissioner Hai, and Commissioner Ricketts

**Excused:** 1 - Commissioner Chu

- 1.A [22-1233](#) Action on the Parks & Recreation Commission Minutes of the September 20, 2022 Meeting

**Recommendation:** Approve the Parks & Recreation Commission Minutes of the September 20, 2022 Meeting.

### **PUBLIC PRESENTATIONS**

A student from San Jose State University was in attendance, as part of his Political Science class assignment, and a resident wrote an email to the Commission about considering an off-leash dog area at Earl R. Carmichael Park in the future.

### **GENERAL BUSINESS**

**Commissioner Chu** joined the meeting at 7:10 PM.

2. [22-1098](#) Recommend Nominee(s) for Consideration as the "Honorary Holiday Tree Lighter 2022" for the Annual Holiday Tree Lighting Ceremony on Friday, December 2, 2022

**Recommendation:** Staff has no recommendation.

**Commissioner Chu made a motion, seconded by Commissioner Field, to recommend the late former Fire Chief William "Bill" Kelly as the Honorary Holiday Tree Lighter for the Tree Lighting Ceremony.**

**Aye:** 7 - Vice Chair Caldwell, Commissioner Chu, Commissioner Field , Commissioner Forte, Gonzalez, Commissioner Hai, and Commissioner Ricketts

3. [22-1234](#) Develop Initial Draft of the Commission Work Plan Goals and Activities for FY 2022/23

**Recommendation:** Adopt a Parks & Recreation Commission Work Plan for FY 2022/23 that includes goals, supporting activities and subcommittee assignments.

**Work Plan Goals:**

A: 1) Review park site and facility condition assessments and recommend priorities given existing and anticipated service levels and available resources;

**Subcommittee: Vice Chair Caldwell, Commissioner Field, and Chair Gonzalez.**

Status as of 10/18/2022: The subcommittee met and plans to visit parks listed from the previous top ten prioritization in 2021 with particular focus on the top three (3) to five (5) and those that may be included in an updated top ten list using the Facilities Condition Assessment (Kitchell 2017) as a reference.

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;

**Subcommittee: Commissioner Chu and Commissioner Hai.**

Status as of 10/18/2022: The subcommittee is considering various action items and methods to reach out and quantify community input for B1.

C: 1) Host and develop recommendations for the annual Santa Clara Art & Wine Festival 2023; and 2) participate in Citywide Special events; and

Status as of 10/18/2022: Commissioners shared their feedback with the Commission and staff regarding their experiences from the 40th annual Art & Wine Festival as they look forward to the planning for next year.

D: 1) Partner with at least one other City commission to build on/expand at least one existing Parks & Recreation Commission event by adding one extra element for patrons to interact with during the event.

**Subcommittee: Commissioner Forte and Commissioner Ricketts.**

Status as of 10/18/2022: Subcommittee will continue work on developing specific action items such as adding a multicultural market place for the 4th of July event.

**Commissioner Chu made a motion, seconded by Commissioner Field, to recommend approval of Work Plan Goals A, B, and C and**

**the new Work Plan Goal D: Partner with at least one other City commission to build on/expand at least one existing Parks & Recreation Commission event by adding one extra element for patrons to interact with during the event, with the option of adding another work plan goal regarding the International Swim Center later.**

**Aye:** 7 - Vice Chair Caldwell, Commissioner Chu, Commissioner Field , Commissioner Forte, Gonzalez, Commissioner Hai, and Commissioner Ricketts

## **STAFF REPORT**

**Deputy Director Seale** encouraged the Commission to visit the Parks Project Page on the City's website to keep apprised of the current status of various projects. Related Santa Clara will soon be providing a presentation to the Commission at an upcoming meeting as a culmination of the community input and public outreach for the East Neighborhood Park.

**Recreation Manager Castro** expressed appreciation for the Commission's feedback for the Art & Wine Festival. The Holiday Tree Lighting event will be on December 2. The Magical Bridge All-Inclusive Playground check presentation will be held in Central Park at the future site of the playground. The Commission's group photo for the 2023 City Calendar will be taken following the check presentation. Shrek will be opening in a couple weeks. After school programming is continuing at a good pace at the Teen Center and Youth Activity Center (YAC). Over the past few months the Department introduced a new membership at the Senior Center, Youth Activity Center and YAC, which is progressing smoothly.

**COMMISSIONERS REPORT**

**Chair Gonzalez** stated that she met one of the fellow referees for soccer, who described how well maintained and beautiful the Santa Clara Youth Soccer Park is and how it is considered the best field in youth soccer at this time.

**Commissioner Chu** expressed that the Art & Wine Festival was fantastic. She has been volunteering for the Nutcracker backstage supervision and costume help, and going to Henry Schmidt Park regularly for the practices. In addition, she is renting the Lick Mill Park building for Girl Scout Troop meetings during the winter. She is very thankful for having so many recreation programs and facilities available for kids to experience important traditions year after year.

**Commissioner Field** reported that getting to meet the commissioners in person at the Art & Wine Festival, and working together, was incredible. Since late September he had been seeing fires at night made from tree branches brought into Maywood Park from the adjacent creek; Santa Clara Police Department followed up and fire activity has decreased. Using examples such as trash pickup at Maywood Park, he noted that a small group of active park patrons can make a significant difference in helping with the upkeep of parks.

**Commissioner Forte** worked out at Bowers Park.

**Commissioner Hai** visited Jenny Stand Park and Central Park.

**Commissioner Ricketts** reported on the Art & Wine Festival and how being out and about with friends and neighbors in the community has been amazing. She is pleased that the Henry Schmidt Park Playground Rehabilitation Project is on our list of upcoming projects. She and Commissioner Forte have already begun to work on action items for their subcommittee for Work Plan Goal D which involves working with other commissions.

**Vice Chair Caldwell** reported on the Art & Wine Festival and had a great time at the event. Volunteers who worked the booth were outstanding. Even though weather dampened things on the Sunday, it was a lot of fun. He was pleased to report on having the broken tree branch at Maywood Park removed in a timely manner by Parks & Recreation staff, which made neighbors exceptionally happy.



**ADJOURNMENT**

**Commissioner Chu made a motion, seconded by Commissioner Caldwell to adjourn the meeting until the next Regular Meeting at 7:00 PM on Tuesday November 15, 2022.**

**Aye:** 7 - Vice Chair Caldwell, Commissioner Chu, Commissioner Field , Commissioner Forte, Gonzalez, Commissioner Hai, and Commissioner Ricketts

**MEETING DISCLOSURES**

The time limit within which to commence any lawsuit or legal challenge to any quasi-adjudicative decision made by the City is governed by Section 1094.6 of the Code of Civil Procedure, unless a shorter limitation period is specified by any other provision. Under Section 1094.6, any lawsuit or legal challenge to any quasi-adjudicative decision made by the City must be filed no later than the 90th day following the date on which such decision becomes final. Any lawsuit or legal challenge, which is not filed within that 90-day period, will be barred. If a person wishes to challenge the nature of the above section in court, they may be limited to raising only those issues they or someone else raised at the meeting described in this notice, or in written correspondence delivered to the City of Santa Clara, at or prior to the meeting. In addition, judicial challenge may be limited or barred where the interested party has not sought and exhausted all available administrative remedies.

If a member of the public submits a speaker card for any agenda items, their name will appear in the Minutes. If no speaker card is submitted, the Minutes will reflect "Public Speaker."

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