



**Meeting Minutes
April 17, 2018**

Organization	Name
City of Santa Clara	Commissioner George Guerra Commissioner Andrew Knaack Commissioner Roseann Alderete LaCoursiere Commissioner Joe Martinez Commissioner Tino Silva Commissioner Kevan Michael Walke Director of Parks & Recreation, James Teixeira Deputy Parks & Recreation Director, Dale Seale Recreation Manager, Kim Castro
David Volz Design Landscape Architect, Inc.	President, David Volz
Irvine Company	Senior Project Manager, Kyle Zaylor
Santa Clara Unified School District (SCUSD)	Director, Facility Development and Planning, Michal Healy

Matters for Council Action:

Recommend that Council approve the Agnew Park Site Plan and Playground Schematic Design as presented.

Recommend that Council approve Fuller Street Park Phase II Sport Court schematic design as presented.

Recommend that Council name the Santa Clara Square Public Parks: "Meadow Park"; "Creekside Park"; and, "Redwood Trail".

1. Call to Order/Roll Call/Order of Agenda: The meeting was called to order by Chair LaCoursiere at 7:00 p.m.
2. Approval of Minutes: On a motion by Commissioner Silva and second by Commissioner Walke, the Commission approved the March 2018 Minutes (6-0).
3. Correspondence & Communications: Deputy Director Seale reviewed correspondence and communications with the Commission.
4. New Business:
 - A. Review and Recommend to Council Approval of Schematic Design for Agnew Park (Presentation by David Volz Design Landscape Architect, Inc., President, David Volz). On a motion by Commissioner Silva and second by Commissioner Guerra, the Commission recommended that Council approve the Agnew Park Site Plan and Playground Schematic Design as presented (6-0).
 - B. Review and Recommend to Council Approval of Schematic Design for Fuller Street

Park Phase II Sport Court (Presentation by David Volz Design Landscape Architect, Inc., President, David Volz). On a motion by Commissioner Guerra and second by Commissioner Silva, the Commission recommended that Council Fuller Street Park Phase II Sport Court schematic design as presented (6-0).

- C. Santa Clara Unified School District Field Management (Presentation by SCUSD Facility Development and Planning Director, Michal Healy). Michal Healy reviewed the proposed plan for the SCUSD to maintain athletic fields located on SCUSD property beginning July of 2018, to include Curtis Field, Cabrillo Field and Carli Field (currently maintained by City Parks Division. The SCUSD approved "Facilitron" an online scheduling and facility use program.
- D. Art & Wine Festival 2018 Planning: Discuss Commissioner Roles & Responsibilities, Guidelines for Organizations Applying to Receive Funding, Booth Locations, and Glassware. The commission discussed tentative assignments for booths at the Art & Wine Festival.

5. Old Business:

- A. Commission 2017 Work Plan & Goals
 - 1. Complete Facility Condition Assessment and Develop Project and Funding Priorities for Park Acquisition, Development & Rehabilitation).
 - 2. Review and Update Park Rules, Regulations, Ordinance(s) and Park Signs. There was no additional Commission review or discussion of this item.
 - 3. Parks & Athletic Fields—Improve Access, Supervision & Enforcement. There was no additional Commission review or discussion of this item.
 - 4. Enhance Special Events—Local Focus, Activities & Cultural Commission Collaboration. There was no additional Commission review or discussion of this item.
- B. Recommend to Council Park Names for New Santa Clara Square Core Park and Creekside Park. On a motion by Commissioner Guerra and second by Commissioner Silva, the Commission recommended that Council Recommend that Council name the Santa Clara Square Public Parks: "Meadow Park"; "Creekside Park"; and, "Redwood Trail". (6-0).

6. Director Reports:

- A. Park, Recreation and Cemetery Division Updates: Director Teixeira and Deputy Director Seale provided an update on all current park projects from the Park Project webpage, and tentative dates for Parks & Recreation agenda items that will be reviewed by Council.
- B. Special Events Updates: Recreation Manager Castro apprised the Commission about the recent Easter Egg Hunt and Easter-Pool-Ooza at Central Park.

7. Commissioner Reports:

- A. Commissioner Guerra: Visited Steve Carli Park, attended the Easter Egg Hunt and Easter-palooza event. New scoreboards have been installed at Carli Park ballfield.

- B. Commissioner Knaack: Visited Maywood Park, Agnew Park, Central Park for the Easter Egg Hunt, and commented that it was a great event.
- C. Commissioner LaCoursiere: Visited Steve Carli Park for the opening day at the ballfield, and participated in 36th Annual Showtime Event held at the Community Recreation Center. Attended the Central Park Annex ribbon cutting.
- D. Commissioner Walke: Visited Central Park and attended the Easter Egg Hunt. He also visited Machado Park and Montague Park.
- E. Commissioner Silva: Attended the Central Park Annex ribbon cutting.

8. Conference & Attendance Reports: None

9. Public Presentations: None

10. Adjournment: On a motion by Commissioner Walke and second by Commissioner Silva the meeting was adjourned (6-0) at 9:17 p.m.

Prepared by: _____
Dale Seale
Deputy Director of Parks & Recreation

Reviewed by: _____
Andrew Knaack
Commission Secretary

Submitted by: _____
James Teixeira
Director of Parks & Recreation
Commission Liaison

DRAFT Parks & Recreation Commission Meeting Minutes 04-17-2018