



# City of Santa Clara

## Meeting Minutes

### Parks & Recreation Commission

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09/15/2020

7:00 PM

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

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Pursuant to the provisions of California Governor's Executive Order N-29-20, issued on March 17, 2020, to prevent the spread of COVID-19, the City of Santa Clara has implemented methods for the public to participate remotely:

Via Zoom:

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

Meeting ID: 913 1666 5755 or

Phone: 1 (669) 900-6833

For those individuals that do not have the above access, the City Hall Cafeteria, located at 1500 Warburton Ave. has been set-up to accommodate up to two (2) people at a time and public comment will be given from that location.

The meeting set-up is in line with the recommendations of the COVID-19 White House Task Force, which notes no more than ten (10) people gathering.

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

Chair Knaack called the Parks & Recreation Commission Meeting to order at 7:08 PM.

**Present** 6 - Commissioner Andrew Knaack, Chair Joe Martinez, Commissioner Burt Field, Vice Chair Eversley Forte, Commissioner Derreck Carter-House, and Commissioner Kelly Gonzalez

**Absent** 1 - Commissioner George Guerra

**Commissioner Martinez made a motion, seconded by  
Commissioner Forte to excuse Commissioner Guerra.**

**Aye:** 6 - Commissioner Knaack, Chair Martinez, Commissioner Field, Vice Chair Forte, Commissioner Carter-House, and Commissioner Gonzalez

**Excused:** 1 - Commissioner Guerra

**CONSENT CALENDAR**

- 1.A [20-308](#) Action on the Parks & Recreation Commission Minutes of the February 18, 2020 Meeting

**Recommendation:** Approve the Parks & Recreation Commission Minutes of the February 18, 2020 Meeting.

**Commissioner Carter-House made a motion, seconded by Commissioner Field to recommend approval of the Parks & Recreation Commission Minutes of the February 18, 2020 Meeting.**

**Aye:** 4 - Commissioner Knaack, Chair Martinez, Commissioner Field , and Vice Chair Forte

**Excused:** 1 - Commissioner Guerra

**Abstained:** 2 - Commissioner Carter-House, and Commissioner Gonzalez

- 1.B [20-867](#) Parks & Recreation Commission Calendar of Meetings for 2021

**Recommendation:** Recommend that Council Approve a Resolution to Set the Parks & Recreation Commission Calendar of Meetings for 2021.

**Commissioner Carter-House made a motion, seconded by Commissioner Field to recommend approval of the Parks & Recreation Commission Calendar of Meetings for 2021.**

**Aye:** 6 - Commissioner Knaack, Chair Martinez, Commissioner Field , Vice Chair Forte, Commissioner Carter-House, and Commissioner Gonzalez

**Excused:** 1 - Commissioner Guerra

**PUBLIC PRESENTATIONS**

None.

**GENERAL BUSINESS**

2. [20-369](#) Parks & Recreation Commission Election of Chair and Vice Chair

**Recommendation:** Nominate and elect a Chair and Vice Chair for the Parks & Recreation Commission for 2020/21.

**Commissioner Forte made a motion, seconded by Commissioner Field to recommend approval of Commissioner Martinez as the Chair of the Parks & Recreation Commission.**

**Aye:** 6 - Commissioner Knaack, Chair Martinez, Commissioner Field , Vice Chair Forte, Commissioner Carter-House, and Commissioner Gonzalez

**Excused:** 1 - Commissioner Guerra

**Commissioner Gonzalez made a motion, seconded by Commissioner Field to approve Commissioner Forte as the Vice Chair of the Parks & Recreation Commission.**

**Aye:** 6 - Commissioner Knaack, Chair Martinez, Commissioner Field , Vice Chair Forte, Commissioner Carter-House, and Commissioner Gonzalez

**Excused:** 1 - Commissioner Guerra

3. [20-395](#) Introduction of Sustainability Manager for the City of Santa Clara.

**Recommendation:** Welcome the new Sustainability Manager and listen to the presentation.

**Noted and filed**

4. [20-874](#) Recommendation on Resolution to Apply for Proposition 68 “Per Capita” Grant Funds available from the California State Department of Parks and Recreation for Maywood Park Rehabilitation

**Recommendation:** Recommend that Council Adopt a Resolution authorizing the City Manager to submit an Application for Proposition 68 Per Capita Program for Maywood Park Rehabilitation.

Commissioner Guerra entered the meeting at 7:34 PM.

**Commissioner Field made a motion, seconded by Commissioner Martinez to recommend that Council adopt a resolution authorizing the City Manager to submit an application for Proposition 68 Per Capita Program for Maywood Park rehabilitation.**

**Aye:** 7 - Commissioner Knaack, Chair Martinez, Commissioner Guerra, Commissioner Field , Vice Chair Forte, Commissioner Carter-House, and Commissioner Gonzalez

5. [20-309](#) Parks & Recreation Commission Work Plan Goals for FY 2019/20

**Noted and filed**

6. [20-838](#) Formation of a Subcommittee for Commission Work Plan Goal - Community Park North Outreach

**Recommendation:** There is no staff recommendation on this issue.

**A motion was made by Commissioner Carter-House seconded by Commissioner Gonzalez to approve the formation of a subcommittee for Commission Work Plan Goal - Community Park North Outreach, consisting of Commissioners Forte, Martinez and Carter-House.**

**Aye:** 7 - Commissioner Knaack, Chair Martinez, Commissioner Guerra, Commissioner Field, Vice Chair Forte, Commissioner Carter-House, and Commissioner Gonzalez

7. [20-356](#) Approve a List of Names for the Parks & Recreation Commission's Consideration for Naming Public Parks

**Recommendation:** Approve a List of Names for the Parks & Recreation Commission's Consideration for Naming Public Parks

**Commissioner Gonzalez made a motion, seconded by Commissioner Carter-House to approve a list of names for the Parks & Recreation Commission's consideration for naming public parks.**

**Aye:** 7 - Commissioner Knaack, Chair Martinez, Commissioner Guerra, Commissioner Field, Vice Chair Forte, Commissioner Carter-House, and Commissioner Gonzalez

**STAFF REPORT**

Deputy Director Seale provided an update to the Commission on Park Projects. The Machado Park Rehabilitation Project is complete. The Homeridge Park Playground rehabilitation project is scheduled for completion at the end of October. Reed & Grant Sports Park Project is expected to be completed in October. Agnew Park Playground Rehabilitation and Fuller Street Park Phase II Sports Court Projects will be completed in mid-October. The Montague Park Project is now at the 100% Plan stage and will soon go out to bid. Virtual ribbon cuttings would be done after the various park projects are completed. Director Teixeira commented that OC Jones will be issued a Change Order that will signal the commencement for rehabilitating Raymond G. Gamma Dog Park. Two of the three parks in Santa Clara Square area, Meadow Park and Redwood Trail Park are now open. The third park (Creekside Park) is scheduled to be completed in January 2021. Director Teixeira mentioned the Fairway Glen Restroom Project and an upcoming survey with two options for the restroom, and the Gazebo Project at City Plaza Park.

Director Teixeira described how park playgrounds will be opened while in full compliance with Santa Clara County Public Health Department, State, and CDC protocols and recommendations. Playgrounds will be opened at the end of October using a specific methodology for cleaning and sanitization, appropriate signage, and playground hand sanitizer stations.

Recreation Manager Castro described how the Department activated staff as Disaster Service Workers (DSW) over the past few months serving nearly 200,000 meals, and training over 475 City staff as DSWs in the Commodity Point of Distribution (CPOD) methodology for food distribution during the COVID-19 pandemic. Recreation programs re-started with an online format, and are now being offered both online and in-person. Recent poor air quality has affected outdoor activities and programs. Lawrence Station Area Parks will have a community garden. The Recreation Division is working on the guidelines and priorities for that community garden, which will be brought to the Commission as an item in the near future. The Eddie Souza Park community garden will be starting tours two days each week. The Eddie Souza Park community garden now has a bee keeping program. The Senior Center CPOD has served 125 days of meals to seniors, and is collaborating with the Fire Department for meal delivery to seniors at their homes. The Recreation Division is also finalizing plans for standard operating procedures, staffing, and programming at the Reed & Grant Sports Park Facility. The Recreation Division is preparing about 100 dancers for a virtual production of the Nutcracker. In addition, Halloween be celebrated virtually this year.

**COMMISSIONERS REPORT**

**Commissioner Carter-House:** Introduced himself to the Commission. He is originally from a small farming town in Kansas. He attended University of California, Riverside and has a PhD in plant pathology. He visited Live Oak Park, Ulistac Natural Area, Lick Mill Park, and Central Park.

**Commissioner Field:** Visited the Reed & Grant Sports Park and noted how great the fields look. He is also well acquainted with Maywood Park and always keeps an eye on activities there.

**Commissioner Forte:** Visits Central Park and Bowers Park several times each week. The parks in Santa Clara have become a gym for Santa Clarans during the COVID-19 pandemic. He observed folks socially distancing and being safe.

**Commissioner Gonzalez:** Introduced herself to the Commission. She is originally from Wyoming. She has participated in many Parks & Recreation programs and events over the past years including the Art & Wine Festival. She visited Steve Carli Park, Henry Schmidt Park, Santa Clara Youth Soccer Park, and Live Oak Park. She has noticed the large number of park patrons visiting parks and wants to see the parks stay clean considering the huge number of people utilizing the parks, as they are bursting at the seams.

**Commissioner Guerra:** Visited Reed & Grant Sports Park and Central Park. It is good to see the International Swim Center open. Mary Gomez Park looks good. He will visit Homeridge Park soon to see the construction progress there. He also visited Maywood Park. He is happy to see the City making plans to make improvements at Maywood Park.

**Commissioner Knaack:** Applauded staff for being responsive and reactive to community needs during the COVID-19 pandemic, such as the Senior Nutrition Meal Program, on-line programs, in-person programs, etc. Commissioner Knaack expressed thanks and gratitude to former commissioners, Roseann LaCoursiere and Mike Walke for their service on the Parks & Recreation Commission over the past years.

**Commissioner Martinez:** Visited Reed & Grant Sports Park and noticed how the fields there can accommodate a large number of players. He visited Meadow Park, and Redwood Trail in the Santa Clara Square area. He also visited Warburton Park and Rotary Park.

**ADJOURNMENT**

**Commissioner Forte made a motion, seconded by Commissioner Guerra to adjourn the meeting until the next Parks & Recreation Commission Meeting on October 20, 2020 at 7:00 PM.**

**Aye:** 7 - Commissioner Knaack, Chair Martinez, Commissioner Guerra, Commissioner Field, Vice Chair Forte, Commissioner Carter-House, and Commissioner Gonzalez