



# CITY OF CUPERTINO

## AGENDA

### TICC

10185 N. Stelling Road, Quinlan Conference Room  
Wednesday, May 1, 2024  
7:00 PM

Members of the public wishing to observe the meeting may do so in one of the following ways:

- 1) Attend in person at Quinlan Community Center, 10185 N. Stelling Road
- 2) The meeting will also be streamed live on and online at <https://youtube.com/@cupertinocitycommission>

Members of the public wishing to comment on an item on the agenda may do so in the following ways:

- 1) Appear in person at Quinlan Community Center.
- 2) E-mail comments by 4:00 p.m. on Wednesday, May 1 to the legislative body at [TICC@cupertino.gov](mailto:TICC@cupertino.gov). These e-mail comments will also be posted to the City's website after the meeting.

Oral public comments may be made during the public comment period for each agenda item.

Members of the audience who address the legislative body must come to the lectern/microphone and are requested to complete a Speaker Card and identify themselves. Completion of Speaker Cards and identifying yourself is voluntary and not required to attend the meeting or provide comments.

### ROLL CALL

### APPROVAL OF MINUTES

1. Subject: Approve the March 6, 2024, regular meeting minutes  
Recommended Action: Approve the March 6, 2024, regular meeting minutes.  
[A - Draft Minutes](#)

### ORAL COMMUNICATIONS

*This portion of the meeting is reserved for persons wishing to address the Commission on any matter within the jurisdiction of the Commission and not on the agenda. Speakers are limited to three (3) minutes. In most cases, State law will prohibit the Commission from making any decisions with respect*

to a matter not on the agenda.

## WRITTEN COMMUNICATIONS

- Subject: Receive written communications dated April 8, 2024  
Recommended Action: Receive and File written communications dated April 8, 2024.  
[A - Written Communications dated April 8, 2024](#)

## NEW BUSINESS

- Subject: Provide update on proposed Amendments to TICC Cupertino Municipal Code Chapter 2.74  
Recommended Action: Provide update on proposed Amendments to TICC Cupertino Municipal Code Chapter 2.74

## OLD BUSINESS

- Subject: Provide update on City Council Work Program Items for 2024  
Recommended Action: Provide update on City Council Work Program Items for 2024
- Subject: Review TICC 2024 Schedule and Work Plan  
Recommended Action: Review TICC 2024 Schedule and WORK Plan  
[A - Schedule and Work Plan 2024](#)

## STAFF AND COMMISSION REPORTS

- Subject: Review Mayor's Meeting 2024 Calendar  
Recommended Action: Review and File the Mayor's Meetings 2024 Calendar  
[A - Mayor's Meeting 2024 Calendar](#)
- Subject: Receive update from Mayor's Meeting with Commissioners  
Recommended Action: Receive update from the Mayor's Meeting with Commissioners
- Subject: Receive Commissioners Report  
Recommended Action: Receive Commissioners Report

## FUTURE AGENDA SETTING

## ADJOURNMENT

*In compliance with the Americans with Disabilities Act (ADA), anyone who is planning to attend this meeting who is visually or hearing impaired or has any disability that needs special assistance should call the City Clerk's Office at 408-777-3223, at least 48 hours in advance of the meeting to arrange for assistance. In addition, upon request, in advance, by a person with a disability, meeting agendas and*

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*writings distributed for the meeting that are public records will be made available in the appropriate alternative format.*

*Any writings or documents provided to a majority of the members after publication of the agenda will be made available for public inspection. Please contact the City Clerk's Office in City Hall located at 10300 Torre Avenue, Cupertino, California 95014, during normal business hours.*

*IMPORTANT NOTICE: Please be advised that pursuant to Cupertino Municipal Code section 2.08.100 written communications sent to the Cupertino City Council, Commissioners or City staff concerning a matter on the agenda are included as supplemental material to the agendized item. These written communications are accessible to the public through the City's website and kept in packet archives. Do not include any personal or private information in written communications to the City that you do not wish to make public, as written communications are considered public records and will be made publicly available on the City website.*

*Members of the public are entitled to address the members concerning any item that is described in the notice or agenda for this meeting, before or during consideration of that item. If you wish to address the members on any other item not on the agenda, you may do so during the public comment.*



# CITY OF CUPERTINO

## Agenda Item

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**24-13143**

**Agenda Date: 5/1/2024**  
**Agenda #: 1.**

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Subject: Approve the March 6, 2024, regular meeting minutes

**Approve the March 6, 2024, regular meeting minutes.**

TECHNOLOGY, INFORMATION & COMMUNICATIONS COMMISSION

Regular Meeting

March 6, 2024, 7:00 p.m.

Conference Room A

10300 Torre Avenue, Cupertino

**DRAFT MINUTES**

**CALL MEETING TO ORDER**

Meeting was called to order at 7:03 pm

**ROLL CALL**

Commissioners Present: Mukesh Garg, Emma Shearin, Balaram Donthi  
Commissioners Remote: Sudeep Kumar  
Commissioners tardy: Prabir Mohanty  
Staff Present: Bill Mitchell, Chief Technology Officer  
Tommy Yu, Infrastructure (IT) Manager  
Peter Coglianesse, Multimedia Communications Specialist

Commissioner Shearin made a motion to table Agenda Item No. 1 Approval of Minutes and Item No. 2 New Business after Agenda Item No. 5.

Chair Garg second the motion.

Motion passes 4-0 with Commissioner Mohanty not present.

**ORAL COMMUNICATIONS**

This portion of the meeting is reserved for persons wishing to address the commission on any matter not on the agenda. Speakers are limited to three (3) minutes a person. In most cases, state law will prohibit the commission from making any decisions with respect to a matter not listed on the agenda.

**A. None**

**NEW BUSINESS**

**3. Receive Video Division Presentation Overview**

Staff Liaison Yu introduced Pete Coglianesse, Multimedia Communications Specialist.

Multimedia Communications Specialist Coglianesse provided a PowerPoint presentation, on file with the Commission records.

The presentation consisted of:

- Team Overview
- Program Objectives

- Coverage of City Meetings, which includes Televised meetings consisting of City Council, Planning Commission, and Silicon Valley Clean Energy Authority (SVCEA) live meetings.
- Dissemination of City news and Information, including Public Service Announcements and City Programs and Achievements. Distribution channels include: The City Channel, YouTube, Radio Cupertino 1670 AM, and Digital Signage.
- Video System and Engineering ranges from System Design and Engineering, Troubleshooting and Maintenance, Technical Documentation, and Project Management.
- Audiovisual support includes Staff and Public Training and Support, Zoom webinar and meeting requests, LIVE event support, and technical documentation.

The Commission asked questions.

Commissioner Mohanty entered the conference room.

Mr. Coglianese concluded the presentation by summarizing recent live event productions and accomplishments.

The Commission thanked Mr. Coglianese for the detailed and interactive presentation.

## **OLD BUSINESS**

### **4. Subject: Continue Discussion on City Council Work Program Items for 2024 and make a recommendation**

Chair Garg opened the floor for discussion and recommendation for City Council Work program items for 2024.

The City Manager's Office staff report was reviewed, which advised the Commission to pick up to 3 work program items that the Council should focus on from the provided list. Alternatively, TICC can also propose a new item for consideration.

The Commission discussed two items previously considered for submittal:

- 1.) Study to improve City Governance using AI: A study for the role of Artificial Intelligence in City Governance and how it can improve transparency and fiscal strategy.

Chair Garg made a motion to submit a Study to improve City Governance using AI as a City Work Program item.

Commissioner Mohanty second the motion.

Motion passes 4-1 with Commissioner Shearin voting no.

The Commission discussed the second item for submittal.

2.) Educational campaign for Camera Registry Program: An educational campaign to publicize the Santa Clara County Sheriff's Office's Camera Registry Program (CRP) to improve quality of life for residents.

Commissioner Shearin made a motion to submit an educational campaign to publicize the Santa Clara County Sheriff's Office's Camera Registry Program (CRP) as a City Work Program item.

Commissioner Kumar second the motion.

Motion passes unanimously.

Staff Liaison Yu concluded discussion by confirming items will be submitted to City Manager's Office for consideration.

#### **5. Subject: Review TICC 2024 Schedule and Work Plan**

The Commission reviewed and discussed the Schedule and Workplan.

As part of the Workplan document provided, the Commission referenced the Cupertino Municipal Code Chapter 2.74, specifically citing the following provision in the Roles and Responsibilities, "Commission shall evaluate compliance with any franchise or other agreement between the City and technology, information, and communications providers and make recommendations to the City Council," and requested staff liaison Yu provide clarity on their scope and responsibilities.

Staff Liaison Yu relayed as part of the Commission Workplan, staff is working on updating roles and responsibilities.

The Commission thanked Staff Liaison Yu.

#### **APPROVAL OF MINUTES**

- 1. Subject: Approve the January 3, 2024, regular meeting minutes.**

Commissioner Shearin made a motion to approve the January 3, 2024, regular meeting minutes.

Chair Garg proposed a friendly amendment to the minutes, on page 2, Agenda Item No. 4:

*A Study to improve the City Governance using Artificial Intelligence (AI).*

Commissioner Shearin accepted the friendly amendment and withdrew her first motion.

Motion passes 3-2, with Commissioners Kumar and Donthi abstaining.

## **NEW BUSINESS**

### **2. Subject: Elect Chair and Vice Chair positions**

Chair Garg opened the floor for nominations for Chair position.

Chair Garg nominated Commissioner Mohanty for Chair.

Commissioner Kumar seconded the motion.

Commissioner Shearin proposed a substitute motion and nominated herself for Chair.

The motion was not second.

Staff Liaison Yu initiated roll call for the first motion with Commissioner Mohanty nominated as Chair.

Motion passes 4-1 with Commissioner Shearin abstaining.

Commissioner Garg made a motion to nominate Commissioner Shearin as Vice Chair.

Commissioner Donthi second the motion.

Commissioner Mohanty proposed a substitute motion and nominated Commissioner Kumar as Vice Chair.

The motion was not second.

Staff Liaison Yu initiated roll call for the first motion with Commissioner Shearin nominated as Vice Chair.

Motion passes 3-2 with Chair Mohanty and Commissioner Shearin abstaining.



**STAFF AND COMMISSION REPORTS**

**6. Receive update from Mayor’s meeting with Commissioners.**

No updates provided by Commissioner Garg who attended the January 2024 meeting.

**7. Review Mayor’s Meeting 2024 Calendar**

Chair Mohanty and Vice Chair Shearin assigned attendance for the Mayor’s meeting.

May (in-person): Chair Mohanty

July (zoom): Vice Chair Shearin

September (in-person): Vice Chair Shearin

November (zoom): Chair Mohanty

**8. Subject: Review Commissioners Report**

General updates provided.

**FUTURE AGENDA SETTING**

Chair Mohanty and the Commission relayed interest in reviewing proposed TICC Muni updates and goal setting. Chair Mohanty and Commissioner Kumar expressed interest in inviting Venmo to provide a presentation to the Commission.

**ADJOURNMENT**

Chair Mohanty adjourned the meeting at 8: 46 pm.

SUBMITTED BY:

APPROVED BY:

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Marilyn Pavlov, Commission Secretary

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Prabir Mohanty, Chair



# CITY OF CUPERTINO

## Agenda Item

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**24-13150**

**Agenda Date: 5/1/2024**  
**Agenda #: 2.**

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Subject: Receive written communications dated April 8, 2024

**Receive and File written communications dated April 8, 2024.**

# ATTACHMENT A

**From:** [Harsha Suribhatla](#)  
**To:** [TICC](#)  
**Subject:** Freshman at SJSU Interested In Contributing to the Technology, Information, and Communications Commission  
**Date:** Monday, April 8, 2024 7:23:51 PM

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**CAUTION:** This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Hello,

I hope this email finds you well. I am currently a freshman at SJSU with a strong passion for cybersecurity and a lifelong Cupertino resident. I was wondering if there were any opportunities for me to be able to work with the city that can help with the spread of cyber security awareness. I also noticed that the city conducted a project that lasted from July 2022 to September 2023. I was wondering whether or not a project like that would be conducted in the future and what the potential involvement for students is like. I look forward to speaking with you again soon.

Thank you,

Harsha Suribhatla





# CITY OF CUPERTINO

## Agenda Item

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**24-13144**

**Agenda Date: 5/1/2024**  
**Agenda #: 3.**

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Subject: Provide update on proposed Amendments to TICC Cupertino Municipal Code Chapter 2.74

**Provide update on proposed Amendments to TICC Cupertino Municipal Code Chapter 2.74**



# CITY OF CUPERTINO

## Agenda Item

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**24-12858**

**Agenda Date: 5/1/2024**  
**Agenda #: 4.**

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Subject: Provide update on City Council Work Program Items for 2024

**Provide update on City Council Work Program Items for 2024**



# CITY OF CUPERTINO

## Agenda Item

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**24-12863**

**Agenda Date: 5/1/2024**  
**Agenda #: 5.**

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Subject: Review TICC 2024 Schedule and Work Plan

**Review TICC 2024 Schedule and WORK Plan**

**Technology, Information, and Communications Commission  
2024 Schedule and Work Plan**

<b>January 3 Meeting</b>	<b>March 6 Meeting</b>	<b>May 1 Meeting</b>	<b>July 3 Meeting</b>	<b>September 4 Meeting</b>	<b>November 6 Meeting</b>
Approve prior meeting minutes	Elect Chair and Vice Chair positions	Approve prior meeting minutes	Approve prior meeting minutes	Approve prior meeting minutes	Approve prior meeting minutes
<del>Discuss City Council Work Program Items</del>	<del>Video Division Overview presentation</del>	<i>Proposed Amendments to TICC Muni Code</i>	<i>tbd</i>	<i>tbd</i>	<i>tbd</i>
<del>Infrastructure Division Overview presentation</del>	<del>Recommend City Council Work Program item</del>	<i>tbd</i>	<i>tbd</i>	<i>tbd</i>	<i>tbd</i>

Summary of Duties – Powers – Responsibilities of Technology, Information, and Communications Commission

Source: Cupertino, CA Municipal Code, Chapter 2.74.060: TICC

The Cupertino Technology, Information, and Communications Commission shall have the following duties, powers and responsibilities, and such others as the members shall be entrusted with by the City Council from time to time. The commission shall:

1. Advise the City Council and City Manager on all matters relating to technology, information, and communications within the city of Cupertino;
2. Evaluate compliance with any franchise or other agreement between the City and technology, information, and communications providers and make recommendations to the City Council;
3. Conduct periodic reviews of technology, information, and communications providers, facilities and products and make recommendations on such subjects to the City Council;
4. Recommend amendments to the City's telecommunications policy of the City Council;
5. Serve as a liaison between the City, the public and the technology, information, and communications providers in enhancing information and education. Such activities include providing an opportunity for input to residents and disseminating noncommercial, educational materials about technology, information, and communications services;
6. At the request of the City Manager, provide assistance in examining methods to obtain equivalent franchise fees or other economic benefits from service providers;
7. Provide support for community access television, especially public and educational access, and give guidance when needed for development and implementation of access channels and programming;
8. Recommend ways to foster the City's best use of technology, information, and communications infrastructure and services for the maximum benefit of the community.
9. Provide education to the community on the use of technology, information, and communications infrastructure and services.

(Ord. 1965, (part), 2005: Ord. 1722, (part), 1996; Ord. 1714, (part), 1996)



# CITY OF CUPERTINO

## Agenda Item

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**24-12864**

**Agenda Date: 5/1/2024**  
**Agenda #: 6.**

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Subject: Review Mayor's Meeting 2024 Calendar

**Review and File the Mayor's Meetings 2024 Calendar**



TECHNOLOGY, INFORMATION & COMMUNICATIONS COMMISSION

**Mayor's Meeting 2024 Calendar**

**JANUARY 10**

~~Mayor's Mtg. in person 6-7:30 pm  
at Quinlan Center  
Chair/Vice Chair~~

**JULY 10**

Mayor's Mtg. Zoom,  
6-7:30 pm  
Vice Chair Shearin

**FEBRUARY**

~~Cancelled~~

**AUGUST**

~~Cancelled~~

**MARCH 13**

~~Mayor's Mtg. Zoom,  
6-7:30 pm  
Chair/Vice Chair~~

**SEPTEMBER 11**

Mayor's Mtg. in-person 6 – 7:30 pm  
at Quinlan Center  
Vice Chair Shearin

**APRIL**

~~Cancelled~~

**OCTOBER**

~~Cancelled~~

**MAY 8**

Mayor's Mtg. in-person 6-7:30 pm  
at Quinlan Center  
Chair Mohanty

**NOVEMBER 13**

Mayor's Mtg. zoom,  
6-7:30 pm  
Chair Mohanty

**JUNE**

~~Cancelled~~

**DECEMBER**

~~Cancelled~~



# CITY OF CUPERTINO

## Agenda Item

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**24-12861**

**Agenda Date: 5/1/2024**  
**Agenda #: 7.**

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Subject: Receive update from Mayor's Meeting with Commissioners

**Receive update from the Mayor's Meeting with Commissioners**



# CITY OF CUPERTINO

## Agenda Item

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**24-12862**

**Agenda Date: 5/1/2024**  
**Agenda #: 8.**

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Subject: Receive Commissioners Report

**Receive Commissioners Report**