



CITY OF CUPERTINO

AGENDA

PARKS AND RECREATION COMMISSION

10185 North Stelling Road, Quinlan Conference Room

Thursday, January 23, 2025

7:00 PM

Special Meeting

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 North 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 Thursday, January 23 to the legislative body at parksandrecreationcommission@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 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.

NOTICE AND CALL FOR A SPECIAL MEETING OF THE CUPERTINO PARKS AND RECREATION COMMISSION

NOTICE IS HEREBY GIVEN that a special meeting of the Cupertino Parks and Recreation Commission is hereby called for Thursday, January 23, 2025, commencing at 7:00 p.m. at the Quinlan Community Center Conference Room, 10185 North Stelling Road, Cupertino, California 95014. Said special meeting shall be for the purpose of conducting business on the subject matters listed below under the heading, "Special Meeting."

SPECIAL MEETING

CALL TO ORDER

ROLL CALL**CEREMONIAL MATTERS AND PRESENTATIONS**

1. Subject: Parks and Recreation Department Sports and Fitness Division
Recommended Action: Receive a presentation on the Parks and Recreation Department Sports and Fitness Division.

APPROVAL OF MINUTES

2. Subject: November 7, 2024 Parks and Recreation Commission Meeting Minutes
Recommended Action: Review and approve the November 7, 2024 Parks and Recreation Commission 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**NEW BUSINESS**

3. Subject: Future Agenda Items Requested by Commissioners
Recommended Action: Review the future agenda items and modify as recommended in the staff report.
[Staff Report](#)

STAFF AND COMMISSION REPORTS**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 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 City Council, Commissioners or staff concerning a matter on the agenda are included as supplemental material to the agenda item. These written communications are accessible to the public through the City 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.



CITY OF CUPERTINO

Agenda Item

25-13659

Agenda Date: 1/23/2025
Agenda #: 1.

Subject: Parks and Recreation Department Sports and Fitness Division

Receive a presentation on the Parks and Recreation Department Sports and Fitness Division.



CITY OF CUPERTINO

Agenda Item

25-13660

Agenda Date: 1/23/2025
Agenda #: 2.

Subject: November 7, 2024 Parks and Recreation Commission Meeting Minutes

Review and approve the November 7, 2024 Parks and Recreation Commission meeting minutes.



CITY OF CUPERTINO
PARKS AND RECREATION COMMISSION
10185 N Stelling Rd, Quinlan Conference Room
Thursday, November 7, 2024
7:00 PM
DRAFT MINUTES

CALL TO ORDER

Chair Shearin called the Parks and Recreation Commission meeting to order at 7:00 p.m. in the Quinlan Community Center Conference Room, 10185 N Stelling Rd.

ROLL CALL

Commissioners present: Jennifer Shearin, Hemant Buch, Seema Swamy (7:02 p.m.),
Carol Stanek, Claudio Bono
Commissioners absent: None
Staff present: Jenny Koverman, Jessica Javier, Sonya Lee, Susan Michael,
Chad Mosley
Guest speakers: Gabe Johnson

CEREMONIAL MATTERS AND PRESENTATIONS

1. Subject: Teen Programs

Recommended Action: Receive a presentation on Teen Commission, Youth Activity Board, and Recreation Event Volunteers.

Jenny Koverman, Recreation Manager, introduced Sonya Lee, Recreation Manager, to present on the item. Presented on the Teen Commission, Youth Activity Board (YAB), and Recreation Event Volunteers (REV).

Chair Shearin requested clarification on general trends in participation for teen events. Recreation Manager Lee reviewed general changes in the following teen events:

- *Pizza and Politics*: Lower participation coming out of COVID, but the 2024 event had an estimated 80 to 100 participants.
- *Speaker Series*: Started online during COVID, but now starting in person and slowly getting more participation.
- *Spelling Bee*: Continues to sell out.
- *Teen Resource Fair*: New event that combines Bobateeno, a former event focused on mental health resources, and the Job Fair, promotion of Parks and Recreation summer job opportunities. The new event takes place at Main Street in partnership with the local high school district and they saw an increase in participation in comparison to having two separate events.

- *HACK*: Continues to grow, however, they added a fee this past year and saw a drop in participation.
- *Cupertino Café*: Noticed that the December event for mid-year finals had higher participation, versus their event held at the end of the school year so moving forward they will consolidate into one event.
- *Movie Nights*: Starting to see higher participation post COVID.

Chair Shearin requested event participation numbers be included for next year's presentation.

Vice Chair Buch requested clarification on the recruitment of teens and what the selling point is for teens to get involved. Recreation Manager Lee clarified that the selling point is the more formal teen groups where they can work towards leadership roles and adding to their resume. Added that they send out direct mailings to the schools.

Vice Chair Buch requested clarification on whether or not the lower school enrollments have impacted the recruitment of teens. Recreation Manager Lee clarified that it has not had an impact and interest is still high.

APPROVAL OF MINUTES

2. Subject: September 5, 2024 Parks and Recreation Commission Meeting Minutes
Recommended Action: Review and approve the September 5, 2024 Parks and Recreation Commission meeting minutes.

Commissioner Bono motioned to approve the September 5, 2024 Parks and Recreation Commission meeting minutes as submitted. Commissioner Swamy seconded. Motion carried with 4 yes (Shearin, Buch, Swamy, Bono) and 1 abstain (Stanek).

3. Subject: October 3, 2024 Parks and Recreation Commission Meeting Minutes
Recommended Action: Review and approve the October 3, 2024 Parks and Recreation Commission meeting minutes.

Commissioner Bono motioned to approve the October 3, 2024 Parks and Recreation Commission meeting minutes as submitted. Commissioner Stanek seconded. Motion carried with 3 yes (Buch, Stanek, Bono) and 2 abstain (Shearin, Swamy).

POSTPONEMENTS

None

ORAL COMMUNICATIONS

Doug Gor, Cupertino resident, supported pickleball and the addition of pickleball courts in the Memorial Park Specific Plan.

WRITTEN COMMUNICATIONS

Written communications were emailed to the Commission and are included for the record.

OLD BUSINESS

None

NEW BUSINESS

4. Subject: Capital Improvement Program Photovoltaic Systems Design and Installation project

Recommended Action: Recommend that City Council approve the Capital Improvement Program Photovoltaic Systems Design and Installation project's conceptual design for five City facilities: Cupertino Library, Community Hall, Cupertino Sports Center, Blackberry Farm, and Quinlan Community Center.

Written communications for this item were emailed to the Commission and are included for the record.

Recreation Manager Koverman introduced Susan Michael, Capital Improvement Programs (CIP) Manager, to present on the item. Presented on the photovoltaic systems design and installation project background, project site conceptual design, cost and savings projections, and next steps.

Commissioner Bono requested clarification on when the project was reviewed with the [Sustainability] Commission. CIP Manager Michael clarified October 17.

Commissioner Bono requested clarification on the design of the actual solar panels and whether or not staff has a picture of the panels. CIP Manager Michael clarified they do not have a photo of the panel, but it is likely a solar panel on top of a steel structure if it is freestanding.

Commissioner Bono requested clarification on whether or not maintenance costs were included. CIP Manager Michael clarified that maintenance is not included. Added that ongoing maintenance would be done in-house or through an external contract.

Commissioner Bono requested clarification on whether or not staff have taken into consideration the change in upcoming [presidential] administration. CIP Manager Michael clarified that City Council would approve a budget for the actual upfront costs of the project, regardless of the \$3.7 million government rebate. Added that the Inflation Reduction Act (IRA) has been around for 20 years, and the only difference within the last few years is that non-taxpayers can now participate (cities, counties, and states). With that being said, staff doesn't know whether or not that will go away.

Commissioner Bono requested clarification on whether or not the panels will reflect light or have any associated lighting. CIP Manager Michael clarified that there are no lights on the panels. Added that the solar panels typically have a shiny surface that could cause a glare, however, to experience the glare someone would need to be above that.

Commissioner Swamy requested clarification on the positive impact that the project has on parks and recreation. CIP Manager Michael clarified that it is a visible marker that the City is trying to generate energy in an effective and responsible way, some locations would be providing shade, and the cost benefit in savings.

Commissioner Swamy requested clarification on whether or not the project would cause significant closures during construction and the length of time associated. CIP Manager Michael clarified that they aren't anticipating any construction-related facility closures, however, there could be parking lot impacts to the portions being worked on. Construction would begin as soon as possible through April 2026 depending on supply chain.

Commissioner Swamy requested clarification on whether or not the City is looking at photovoltaic (PV) as a key benefit for income generation. CIP Manager Michael clarified that it is an investment with an immediate cost-savings impact.

Commissioner Swamy requested clarification on whether or not staff have compared costs to the industry standard.

Commissioner Swamy requested clarification on the criteria for prospective contractors.

Commissioner Swamy requested clarification on revenue estimation for five, 10, and 15 years. CIP Manager Michael clarified that the industry standard is annual over the 30-year lifecycle.

Vice Chair Buch requested clarification on the estimated maintenance costs. CIP Manager Michael clarified that the costs were built into the savings projections.

Vice Chair Buch requested clarification on the Quinlan site, specifically the benefit for any excess energy generated. CIP Manager Michael clarified that the amount of money saved (or energy sold back to PG&E) depends on when the energy is used (peak demand, etc.).

Vice Chair Buch requested clarification on whether or not the excess costs are factored into the payback period. CIP Manager Michael clarified that all costs are factored into the payback period.

Vice Chair Buch requested clarification on whether or not the [construction] contract will include penalty clauses, and if the contract will include construction costs associated with roof upgrades, etc. CIP Manager Michael clarified that there is no contract currently, but typically all City contracts include a penalty if a contractor does not meet the schedule. Clarified that the construction costs do account for any roof upgrades, any EV parking required, permitting costs, etc.

Commissioner Stanek requested clarification on the calculation of the \$500,000 savings annually and \$26.5 million over a 30-year lifespan. CIP Manager Michael clarified that it takes into consideration the [utility] escalation.

Commissioner Stanek requested clarification on how long the grandfathered [NEM 2.0] rates are for. CIP Manager Michael clarified 20 years and that it is included in the lifecycle costs as well.

Commissioner Stanek requested clarification on the green bubbles in the images of the sites. CIP Manager Michael clarified the green bubbles represent the shade impact.

Commissioner Stanek requested clarification on the application and the maximum 20% reduction. CIP Manager Michael clarified that the initial application included estimates of kilowatts (kWH) for each site, and in order to keep the NEM 2.0 rates they can only vary 20% lower per site.

Commissioner Stanek requested clarification on the increase in proposed budget from the initial estimated \$6 million. CIP Manager Michael clarified it was due to the details and consideration of various costs (structural roofing, car ports, etc.). Gabe Johnson, Account Executive for Syserco Energy Solutions, Inc., added that the initial costs were based on price per watt industry standards, however, since then there has been

estimation in costs, contractor inputs, changes in code for EV charges, and ADA costs increases.

Commissioner Stanek brought up a resident recommendation to separate the EV chargers and solar panels at the Blackberry Farm site and requested clarification on whether or not EV chargers were required for the site. CIP Manager Michael clarified that the current project focuses on PV systems, however, due to changes in building codes it does require more EV parking to the impacted areas. Added that the current project also does not include battery backup.

Commissioner Stanek requested clarification on the return on investment concept. CIP Manager Michael clarified that the return on investment takes into account higher construction costs versus the benefit. For example, the Community Hall site has a short return on investment time because it requires simple installation, whereas Blackberry Farm requires infrastructure resulting in a longer return on investment time.

Chair Shearin requested clarification on whether or not the connection to the grid requires PG&E to approve everything by [April 15, 2026]. CIP Manager Michael clarified yes it would require final approval by that date from PG&E.

Chair Shearin requested clarification on whether or not PG&E could change the NEM 2.0 rates to NEM 3.0 rates during the 20-year period. Syserco Account Executive Johnson clarified that the legislature could change the rates, however, it would be up to the California Public Utilities Commission (CPUC).

Chair Shearin requested clarification on whether or not the IRA encompasses all costs associated with the project or just the PV systems. CIP Manager Michael clarified that it includes the solar panels and infrastructure created to support the solar panels but not the EV chargers.

Chair Shearin requested clarification on the Library site regarding parking closures [for construction]. CIP Manager Michael clarified that the parking closures would be segmented.

Chair Shearin opened public comment.

San R, Cupertino resident, expressed concerns regarding the Sports Center site including potential facility closure, lighting hitting the tennis courts, and project approval prior to the new City Council. Also expressed concerns regarding roofing costs associated with the impact of PV installation.

Rhoda Fry, Cupertino resident, echoed San R and expressed concerns regarding project costs including EV charger costs given the budget deficit. Also expressed concerns regarding the Blackberry Farm site including light pollution, driveway traffic and public safety, installation in a flood zone, and ongoing maintenance.

Chair Shearin closed public comment.

Commissioner Swamy expressed concerns regarding whether or not this is the best investment for revenue generation.

Commissioner Bono requested clarification on whether or not the grant can be rescinded after the City has already entered into the agreement. CIP Manager Michael clarified that until there is an agreement in place, nothing is guaranteed. Syserco Account Executive Johnson added that at the conclusion of the project, paperwork is submitted in the following tax year to receive the incentive through the program.

Commissioner Stanek requested clarification on whether or not staff has looked into cost increases if the City does not move forward with the project. CIP Manager Michael clarified that the energy costs for each site without solar panels in in [*Attachment B – PC project costs savings*] and will continue to go up without generating any energy to reduce our costs.

Chair Shearin requested clarification on whether or not there is some sort of shades at the Sports Center tennis courts. Recreation Manager Koverman clarified that there are wind screens on the courts, however, car headlights still come through. Added that Public Works has tried to allow the bushes to grow to help mitigate the issue. Chair Shearin requested clarification on whether or not there was something that could be done to mitigate the lighting issue at the tennis courts. CIP Manager Michael clarified that there is a possibility, but it would add additional costs.

Chair Shearin requested clarification on whether or not roofing replacement costs [for future if replacements were needed] were incorporated into the project costs. CIP Manager Michael clarified that she does not believe that is included. Syserco Account Executive Johnson added that the roofs that the solar panels are going on should withstand for the 30-year lifecycle of the panels.

Commissioner Bono motioned to recommend that City Council approve the Capital Improvement Program Photovoltaic Systems Design and Installation project's

conceptual design for three City facilities: Community Hall, Cupertino Sports Center, and Quinlan Community Center. Commissioner Stanek seconded.

Chair Shearin made a friendly amendment to include the Library if there was an agreement with the Santa Clara County Library District and they would pay a substantive amount. Commissioner Bono and Commissioner Stanek accepted the friendly amendment.

The motion as amended with the friendly amendment carried unanimously.

STAFF AND COMMISSION REPORTS

Recreation Manager Koverman presented the Liaison’s update as submitted.

Chair Shearin reported on the Mayor’s Commissioners meeting.

FUTURE AGENDA SETTING

None

ADJOURNMENT

Chair Shearin adjourned the meeting at 9:00 p.m. to the December 5, 2024 meeting at 7:00 p.m.

Respectfully Submitted by,

Jessica Javier, Administrative Assistant
Parks and Recreation Department
Minutes approved at the _____ regular meeting



CITY OF CUPERTINO

Agenda Item

25-13661

Agenda Date: 1/23/2025
Agenda #: 3.

Subject: Future Agenda Items Requested by Commissioners

Review the future agenda items and modify as recommended in the staff report.



PARKS AND RECREATION DEPARTMENT

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PARKS AND RECREATION COMMISSION STAFF REPORT

Special Meeting: January 23, 2025

Subject

Future Agenda Items Requested by Commissioners

Recommended Action

Review the future agenda items and modify as recommended in the staff report.

Discussion

The list below reflects future agenda items that have been added since January 11, 2024. Any item may be removed by a majority vote of the Parks and Recreation Commission. The most current future agenda items and staff recommendation for each of them follows:

Date Item Added to List	Added/Seconded by Whom	Subject	Recommendation
09/05/24	Buch/Bono	Update on Park Amenity Improvements, including how often [the prioritization list] is updated	<i>Staff recommends keeping this future agenda item. Staff is coordinating with CIP Manager to schedule a presentation at a future meeting.</i>
09/05/24	Shearin	Information on Community Gardens and policies	<i>Completed - Staff recommends removing this future agenda item.</i>
01/11/24	Shearin/Stanek	Review of park in-lieu fees, specifically how and what they are being used for	<i>Completed – Staff recommends removing this future agenda item.</i>
01/11/24	Shearin/Buch	Discussion of the Athletic Field Use Policy	<i>Completed – Staff recommends removing this future agenda item.</i>

Sustainability Impact

No sustainability impact.

Fiscal Impact

No fiscal impact.

Prepared by: Jessica Javier, Administrative Assistant

Reviewed and Approved for Submission by: Jenny Koverman, Recreation Manager