

Cyrah Caburian

From: lorraine eaneff <ldeaneff@gmail.com>
Sent: Tuesday, June 18, 2019 7:40 AM
To: City Council
Cc: Roger Lee; Chad Mosley; City Clerk
Subject: Tonights City Council Meeting

Later this month, the residents of Linwood Acres have a scheduled neighborhood meeting with the city staff, scheduled at our request by the city engineers after some communication with the city about questions the residents of our streets have. The city is planning to add additional lighting to Larry Way and Randy Lane, but it will not be added on existing wooden poles that already exist in the neighborhood and currently contain all the lighting except for 1 random pole on Randy Lane in our neighborhood. Before this project is approved and implemented, several residents asked to have more information and possibly some input as our neighborhood has a unique zoning and feel which residents have spent years in city meetings to maintain especially during the development of the Apple 1 campus construction and some rezoning in the city in years past. City staff has already scheduled and sent a postcard inviting residents to a neighborhood meeting to see and discuss the plans. Our neighborhood, which includes some original owners who still remain as well as second generation families that chose to stay should be able to see these plans before they are approved, and the city staff has clearly agreed. Please do consider this when you discuss the design and approved plan mentioned in the Capital Improvement part of Item 16 in tonights meeting. It seemed that the meeting was to be scheduled view and discuss this lighting project BEFORE it was approved.

Lorraine Eaneff
Larry Way
Linwood Acres ,Cupertino

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From: ldeaneff@gmail.com

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Cyrah Caburian

From: Peggy Griffin <griffin@compuserve.com>
Sent: Tuesday, June 18, 2019 1:07 AM
To: City Council
Cc: City Clerk; Roger Lee; Chad Mosley
Subject: CC Meeting June 18, 2019, Agenda Item 16 - Capital Improvements

Dear Honorable Mayor Scharf and Council Members,

I have expressed concern before regarding the metal poles on the wrong side of the street in the "Randy Lane and Larry Way Street Lighting" CIP project. Our neighborhood is zoned semi-rural and the City's current plan goes against our zoning.

Chad Mosley has set up a neighborhood meeting to go over their plan and get input from our residents to see what is acceptable. There is no mention of this in Item 16, Attachment D7. According to this 117 paged document, the design is complete, it's approved and there's no mention of possible changes based on community input!

From the agenda for the meeting, item 16, Attachment D7 lists this project on several pages:

Page 14 of 117..."design complete"!!!! What about community input?

Page 19 of 117..."approved plan"!!!

Page 53 of 117...Does not mention the need for neighborhood consensus/input! Does the cost estimate include this???

The cost estimate hasn't changed since before the community meeting was scheduled.

This looks and feels like once the City Council approves this, the design is fixed in concrete and the neighborhood meeting will be just a waste of our time because nothing will change regardless of our input!

REQUEST: At the City Council meeting, please ask Roger Lee, if the Council approves this CIP, can the Randy/Larry design be changed based on the input received from the neighborhood?

Thank you,
Peggy Griffin

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Cyrah Caburian

From: Eno Schmidt
Sent: Friday, June 14, 2019 7:50 PM
To: Steven Scharf; Liang Chao; Jon Robert Willey; Rod Sinks; Darcy Paul
Cc: Kristina Alfaro; Zach Korach
Subject: Support for Accounting Technician Position Request
Attachments: D4a - Accounting Technician Position Request.pdf; Embezzlement Debrief and Internal Controls Staff Report.pdf

June 14, 2019

Dear Mayor and City Council Members:

I am sorry that I am unable in-person to attend your June 18, 2019 City Council meeting to express my support and answer questions about the City Staff proposal to add an additional permanent FTE Accounting Technician to the finance department team (please reference attached PDF: Accounting Technician Position Request). Since I am traveling out of town, I am submitting this written note for your consideration and of course would endeavor to answer any questions by email.

From my perspective as Chair of the Cupertino Audit Committee, the proposed added role of Accounting Technician is an important part of the package of enhanced internal controls developed by City Staff in collaboration with the Audit Committee, to address the embezzlement committed by the City's former Senior Accountant. As you will see from the detail proposal by City Staff, important parts of the role of the Accounting Technician include a liaison and staff role to work with the new internal audit function, which also is a part of that package of enhanced, proactive internal controls. *Without this added resource I feel the City will not have sufficient personnel for proper segregation of duties and that that condition exposes the City to higher risk of potential embezzlement.* On April 24, 2019 the Audit Committee held a special meeting to address the status of the embezzlement by the City's former Senior Accountant, and after considerable deliberation voted unanimously to accept the staff report entitled "Embezzlement Debrief and Internal Controls Risk Assessment Report" (please see the PDF of that staff report attached hereto for handy reference). The full Audit Committee concurred with my personal evaluation as well as City Staff recommendation that adding an additional FTE finance team member is an important part of implementing the enhanced, proactive internal control package.

Thank you for your consideration,
Eno Schmidt
Chair of the Cupertino Audit Committee

PDF Attachments:

- D4a – Accounting Technician Position Request
- Embezzlement Debrief and Internal Controls Risk Assessment Report dated April 24, 2019

Cc: Kristina Alfaro
Zach Korach

Best Regards,

Eno Schmidt
Chair, Audit Committee
City of Cupertino
Email: eschmidt@cupertino.org
Mobile: (408)768-2790

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Option A - Accounting Technician

Controls and Tasks Necessary To Implement and/or Maintain	Estimated Hours Per Year	Able to Implement?
Audit of one-time payroll changes	104	Yes
User access rights monitoring	104	Yes
System implementation documentation	50	Yes
Segregation of Duties involving employee banking information	26	Yes
Vendor master file maintenance and monitoring	104	Yes
Cross training management	80	Yes
Policy compliance (cash receipts/purchasing)	208	Yes
CAFR Builder maintenance	160	Yes
Internal audit coordination	208	Yes

Option B - Convert Limited Term Senior Management Analyst to Permanent (term ending 6/30/2020)

Controls and Tasks Necessary To Implement and/or Maintain	Estimated Hours Per Year	Able to Implement?
Audit of one-time payroll changes	104	Limited to current resources*
User access rights monitoring	104	Limited to current resources*
System implementation documentation	50	Limited to current resources*
Segregation of Duties involving employee banking information	26	Limited to current resources*
Vendor master file maintenance and monitoring	104	Limited to current resources*
Cross training management	80	Limited to current resources*
Policy compliance (cash receipts/purchasing)	208	Limited to current resources*
CAFR Builder maintenance	160	Limited to current resources*
Internal audit coordination	208	Limited to current resources*

* Due to the already existing workload capacity within the department, the controls and tasks noted may not be completed in a timely manner or as frequently as recommended by City's external auditors and forensic accountants.

NOTE: Absorbing the controls and tasks above will limit the amount of availability for other projects such as, but not limited to, OpenGov Transparency and Budget Builder, Collective Budget, as well as various special projects and technical trouble-shooting assignments within the City.

Option C - No Changes to FTE Staffing

Controls and Tasks Necessary To Implement and/or Maintain	Estimated Hours Per Year	Able to Implement?
Audit of one-time payroll changes	104	Limited to current resources*
User access rights monitoring	104	Limited to current resources*
System implementation documentation	50	Limited to current resources*
Segregation of Duties involving employee banking information	26	Limited to current resources*
Vendor master file maintenance and monitoring	104	Limited to current resources*
Cross training management	80	Limited to current resources*
Policy compliance (cash receipts/purchasing)	208	Limited to current resources*
CAFR Builder maintenance	160	Limited to current resources*
Internal audit coordination	208	Limited to current resources*

* Due to the already existing workload capacity within the department, the controls and tasks noted may not be completed in a timely manner or as frequently as recommended by City's external auditors and forensic accountants. Additionally, absorbing the controls and tasks above will limit the amount of availability for all other tasks handled by Finance staff. Effective July 1, 2020, the Department's Senior Management Analyst's term will end and current staff will be required to take on OpenGov Transparency and Budget Builder, Collective Budget, as well as various special projects and technical trouble-shooting assignments within the City.



ADMINISTRATIVE SERVICES DEPARTMENT
CITY HALL
10300 TORRE AVENUE • CUPERTINO, CA 95014-3255
TELEPHONE: (408) 777-3227 www.cupertino.org

AUDIT COMMITTEE SPECIAL MEETING STAFF REPORT

Meeting: April 24, 2019

Subject

Embezzlement Debrief and Internal Controls Risk Assessment Report

Recommended Action

Accept staff report and provide recommendations as necessary and appropriate.

Discussion

Background

On September 5, 2018, former City of Cupertino employee Jennifer “Yuen-Cheng” Chang, former Senior Accountant, was arrested for her alleged role in the embezzlement of public funds. It is believed that Ms. Chang issued and cashed numerous fraudulent checks between 2000 and 2014 for a total of \$791,494.

The checks were found debited against a liability account and deemed suspicious due to their nature, size, and lack of supporting documentation.

The alleged scheme ended in September 2014, three months before the implementation of an upgraded financial system in December 2014 that enhanced internal controls, both quantitatively as well as qualitatively. Ms. Chang, who was hired by the City in 1997, retired in July 2015.

No other employees, former or current, are implicated in the alleged scheme at this time.

What Has the City Done?

The City implemented a new Enterprise Resource Planning system (NWS) in December 2014. NWS significantly increased the capabilities and functionality of the City’s internal control environment by establishing decentralized accountability and segregation of duties.

Although this was a positive step forward, the cut-over to the new system, led by the City’s former Senior Accountant, Jennifer Chang, experienced difficulties and required significant additional clean up after going live. Effected areas included the City’s payroll and benefits module, bank reconciliation module, and deposit liabilities. Addressing the issues one cycle at a time, City staff began the deposit liability reconciliation and deep-dive at the transaction level. Twenty-three suspicious checks were uncovered internally in April 2018. Upon discovery, staff worked with local law enforcement to begin the investigation.

On May 31, 2018, City staff engaged Mr. Morang and his team of forensic accountants from Frank Rimerman + Co. LLP, an independent third party, to conduct a limited scope, high level fraud review of the suspicious transactions identified by the City (Phase I) at a cost of \$20,000. On August 6, 2018, Mr. Morang provided the City with a finalized report confirming the City’s suspicions and also recommended

a continued forensic analysis to investigate possible exposure areas outside of the City's deposit transaction cycle.

In an addendum dated September 21, 2018, the City further engaged Frank Rimerman + Co. LLP, to perform the following services (Phase II) at a cost of \$35,000:

1. Update the risk assessment of the various potential fraud schemes available to Ms. Chang (or other city employees) in addition to previously identified scheme to ensure completeness.
2. Conduct additional analysis using data analytics of transactions which had not yet been identified during Phase I as related to the known fraud schemes.
3. Conduct an internal controls risk assessment project of the current control environment.

Based on additional forensic procedures performed by Frank Rimerman + Co. LLP, the team confirmed no additional exposure appeared to exist from the scheme identified by staff or from other schemes alike.

The internal controls risk assessment project commenced in October 2018 and a final report was issued dated March 22, 2019. The purpose of this report was to provide a comprehensive list of all observations for management's consideration. The observations in the aggregate are considered to be the "gold standard" for an organization's control environment. While implementing 100% of the observations is idealistic, risk assessments and cost/benefit analyses were and are to be considered prior to electing to implement. Frank Rimerman + Co. concluded in their report, "Based on the results of the internal controls review procedures performed, we concluded that the City of Cupertino's procedures are in general adequate given the current size of the organization."

For purposes of this staff report, the results or observations from the project have been categorized into three sections: implemented, in process, and prospective implementation/determination. Further information regarding the observation and management response can be found in the Internal Control Report attachment.

Implemented

- Process manager changes
- User access rights monitoring
- Check stock
- Check log
- Enhanced documentation of communication/workflow process
- Cash collection site procedures: reconciliation, safeguarding, deposit
- File protection
- Vendor master file review
- Timecard circumvention
- Offer letter validation for leave balances
- Payroll one-time changes

In Process

- Cash/receipts/handling policy
- Permit and land use management applicable
- Purchasing policy update
- Job offer letter for part-time employees
- Fingerprinting policy
- Probationary tracking
- Security/surveillance (FY 2019-20)

Prospective Implementation/Determination

- System implementation documentation
- Reclassification memo formalization
- Performance management NWS integration
- Employee banking information
- Positive pay/ACH validation
- Accounting period lock down
- Temporary vendor invoices

Internal Audit Function

An internal audit function was approved as part of the City Council Work Program for FY 2019-20. City staff will be performing a Request for Proposal (RFP) process to retain an internal auditor for purposes of providing independent and objective evaluations of financial and operational activities. The function will be tasked with ensuring that the City is complying with policy, regulations, and laws; both internally and externally. The function is proposed to report to the City Manager with oversight from the City's Audit Committee and City Council.

Recommendations

1. The court proceedings related to the embezzlement case are in-process. The City anticipates full restitution and it is staff's recommendation that the funds remain in the City's General Fund rather than escheating to the State of California. Lacking sufficient evidence and support, it is indeterminable as to whether the funds had, at one point, belonged to a customer or if they had belonged to the City. Additionally, due to the lack of support pertaining to the embezzled dollars over the fourteen (14) year period, the State would be unable to adequately reunite the funds with the rightful owner.
2. Since the implementation of the City's enterprise resource planning system in 2014, staff have been incorporating new additional controls on an annual basis. Most recently, significant additional review procedures have been implemented as a result of the Internal Controls Report. With the additional resources allocated for this purpose as well as the additional resources that will be necessary to accommodate, coordinate, and comply with internal audit function procedures, staff are proposing adding one additional full-time staff to the Finance Division.

Prepared by: Zach Korach, Finance Manager
Reviewed by: Kristina Alfaro, Director of Administrative Services
Approved by: Timm Borden, Interim City Manager

Cyrah Caburian

From: Chris Mendible <chris_mendible@stevenscreektrail.org>
Sent: Monday, June 17, 2019 12:55 PM
To: City Council
Subject: FY 2019-2020 CIP Linda Vista Trail Funding
Attachments: ATT00001.htm

Dear Honorable Mayor Scharf and Council Members:

The Friends of Stevens Creek Trail urges you to find an alternative to the June 18th City Council Meeting Agenda Item 17. Recommendation 2.j Approve the removal in appropriations of \$2,200,000 for Linda Vista Trail.

Please leave no stone unturned to accept the generous land gift and keep the Linda Vista Trail in the FY 2019-20 CIP. Trails and access to open space for walking, hiking, biking and running are perennial favorites on community surveys. This trail will not only allow for public access to open space but also provide an extension of the regionally valuable Stevens Creek Trail, a local connection from Linda Vista Park to McClellan Ranch Preserve and help promote the vision of completing the trail from the Bay to the Santa Cruz Mountains. The leverage provided by the property gift makes this project a great community benefit at a minimal cost. Please find a way to keep this project moving forward in the FY 2019-20 CIP.

Thank you for your consideration,

Chris Mendible
Associate Director
Friends of Stevens Creek Trail

chris_mendible@stevenscreektrail.org



**FRIENDS
OF STEVENS
CREEK TRAIL**

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Cyrah Caburian

From: Peg Gmail <pegmomrn@gmail.com>
Sent: Monday, June 17, 2019 2:14 PM
To: City Council
Subject: Linda Vista trail

Hello...I am a Cupertino resident of over 30 years. I am in favor of the proposal for the Linda Vista trial extension.
Thank you!

Peg Albrets
8005 Rainbow Dr
Cupertino

Sent from my iPad

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Cyrah Caburian

From: Lisa Warren <la-warren@att.net>
Sent: Monday, June 17, 2019 4:07 PM
To: City Council; Cupertino City Manager's Office
Cc: City of Cupertino Planning Commission; City Attorney's Office
Subject: Parks Master Plan Chapter 4 Recommendation Highlights - And - CIP Budget 2019/20

Mayor and Council Members.

I am sending this message prior to your Jun 18 , 2019 regular meeting with some questions/comments.

With limited time, I am not including much detail, but wanted to be sure that I at least communicated briefly.

Can you explain, or discuss, these things :

- In the Parks and Rec system Master Plan in Chapter 4 "Enhancements to Existing Parks" (pgs 80-83), -- There is a ped/bike access improvement related to Blackberry Farm Park that is identified as Immediate. It appears to be the only actual 'project' that is presented as an 'immediate' pursual. I would like to understand how that was selected, as well as bring this to your attention, in the event that you did not 'catch' this in the info filled document. What is the estimated cost (if known) of that 'project' ?
- In the same PRMP Ch 4, under "Potential Joint Use Opportunities" (pg 85 bullet items 1,2,4 and 5) -- I wonder why these 4 items are not listed as 'Immediate' recommendation -- and think that I remember there being open discussion about these being 'conversations' to have with the district 'right away'. Have those discussions/negotiations begun ? I know that there are residents who would like to take part in those discussions at some level. The sooner the better.

Thank you.

Lisa Warren

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Cyrah Caburian

From: Carol Stanek <carolstaneks@gmail.com>
Sent: Monday, June 17, 2019 9:09 PM
To: City Council
Cc: Jeff Milkes
Subject: Community Funding Recommendation from Parks and Rec Commission
Attachments: P&R Minutes April 4, 2019.pdf

Dear Council members,

With respect to Item 17, 1.b, I would like to bring to your attention that the recommendation in your Agenda **does not** represent the complete funding resolution approved by the Parks and Recreation Commission. In addition to funding the 10 applications presented to you for \$89,800, the Commission specifically called out the Cupertino Historical Society to be funded separately. Below is the relevant section from the Parks and Recreation Commission minutes of their meeting:

" Old Business, 3.

...The Commission recommended the Cupertino Historical Society be removed from the Community Funding Grant process and granted an annual fund from the City, similar to the Sister Cities.

Commissioner Wilson motioned to recommend to City Council to fund the top 10 applications based on the Commissions' ranking sheet, **with the caveat of separating the Cupertino Historical Society from the process and awarding them their own dedicated funding on an annual basis.** Vice Chair Kumarappan seconded. Motion passed with 4 yes and 1 abstain."

Council delegated the review of the community funding requests to the Parks and Recreation Commission. It is unfortunate that your packet did not include the full recommendation from the Commission. But that oversight should not disadvantage the Cupertino Historical Society for funding per the recommendation of the Commission.

A copy of the minutes of this meeting is enclosed with the relevant section highlighted.

Carol Stanek, Cupertino resident

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**CITY OF CUPERTINO
PARKS AND RECREATION COMMISSION**

**Community Hall
10350 Torre Ave, Cupertino, CA**

Thursday, April 4, 2019

7:00 PM

MEETING

MINUTES

CALL TO ORDER

Chair Tambe called the meeting to order at 7:00 p.m. in the Community Hall, at 10350 Torre Ave, Cupertino, CA.

PLEDGE OF ALLEGIANCE

Commissioners present: Xiangchen Xu, Gopal Kumarappan, Neesha Tambe, Helene Davis, Judy Wilson

Commissioners absent: None

Staff present: Jeff Milkes, Kevin Khuu, Toni Oasay-Anderson, Gail Seeds, Chris Corrao

Guest speakers: Heather Minner

APPROVAL OF MINUTES

1. Regular Meeting of March 7, 2019

Commissioner Davis motioned to approve the draft minutes. Vice Chair Kumarappan seconded. Motion passed unanimously.

CEREMONIAL MATTERS AND PRESENTATIONS

None

POSTPONEMENTS

None

ORAL COMMUNICATIONS

Sophia Badillo, resident and elected board member of Rancho Rinconada, spoke on the current situation of the Rancho Rinconada pool and it's program. Suggested the City add more programming during the pool's off hours.

WRITTEN COMMUNICATIONS

Accepted a written communication from the Rolling Hills 4H Alpaca Project, which will be posted on the website as public record.

Chair Tambe moved item numbers 5 and 6 up to next on the agenda.

NEW BUSINESS

5. Receive a Brown Act Presentation by the City Attorney
Heather Minner, City Attorney, presented to the Commission the rules and regulations of the Brown Act, what's allowed and not allowed, what is considered an open and public meeting, and example consequences for violations.

6. Receive a Cupertino Shuttle Survey Results Presentation by the Public Works Department
Chris Corrao, Senior Transit and Transportation Planner for the Public Works Department, presented to the Commission the recent shuttle survey and potential program through a shuttle powered service with Via. The recommended pilot program would run for 18 months. Item will be presented to City Council on April 16th. Chair Tambe recommended speaking to the local sports teams and other Recreation organizations, Rotary, the Chamber of Commerce and local schools about the program.

Vice Chair Kumarappan motioned for the Parks and Recreation Commission to support the Via shuttle program. Commissioner Wilson seconded. Motion passed unanimously.

OLD BUSINESS

2. Receive the Update on the Citywide Parks and Recreation System Master Plan
Gail Seeds, Park Improvement Manager, presented to the Commission an update on the master plan. Reviewed the history of what happened since the draft was released in January. Tentatively scheduled to present to City Council on April 16th to review the scope of action items that are tied to the environmental clearance evaluations. If approved, the revised draft plan will be released in May of 2019.

Sherman Cater, Cupertino Resident, requested the City remove Memorial Park as a potential location for the major use facilities (aquatics and fine arts center) proposed in the Master Plan, due to poor connectivity and parking opportunities.

3. Discussion and recommendation to City Council on the priority of the Community Funding Grant Applications received for FY 2019/2020
Commissioner Davis recused herself from the item due to a conflict of interest. Toni Oasay-Anderson, Management Analyst, provided an update on the Community Funding grant application process. Commissioner Wilson asked for more guidelines from City Council on how to organize and rate the applications in the future.

The following residents/groups addressed the Commission:

- Dr. Sulochina Lulla, Breathe California

- Alex Bennett, Heart of the Valley
- Carrie Ziedman, Cupertino Historical Society
- Lauren Merriman, Friends of Deer Hollow Farm
- Bill Kerr, Cupertino Historical Society
- Rocky Aroda, InAtalent
- Sharon Blaine, Cupertino Historical Society
- Gail Fretwell-Hugger, Cupertino Historical Society
- Jennifer Furlong, Cupertino Historical Society
- Carol Stanek, Cupertino Resident
- Sujatha Venkatraman, West Valley Community Services

The Commission agreed to not alter the requested grant amounts in their consideration of ranking the proposals for this current year. Suggested the following the changes/refinements to the Community Funding Policy for next year and asked for more criteria for the evaluation process:

- o A designated cap on the total available funds to award
- o Separate evaluation and funds available for proposals submitted from previous grant recipients vs new applicants or higher prioritization for new applicants
- o Separate evaluation and funds for applications defined by the requested grant amounts (i.e. a tiered funding system)

Chair Tambe requested adding percentage of fundings to the excel comparison chart (comparison of the grant request to the total operational cost for the program). The Commission recommended the Cupertino Historical Society be removed from the Community Funding Grant process and granted an annual fund from the City, similar to the Sister Cities.

Commissioner Wilson motioned to recommend to City Council to fund the top 10 applications based on the Commissions' ranking sheet, with the caveat of separating the Cupertino Historical Society from the process and awarding them their own dedicated funding on an annual basis. Vice Chair Kumarappan seconded. Motion passed with 4 yes and 1 abstain.

The top 10 rated applications are:

- Friends of Deer Hollow Farm – White Barn Renovation
- Rotary – Cupertino Fall Festival
- Euphrat Museum of Art – Museum
- Bay Area Chrysanthemum – Show
- Cupertino Symphonic Band – Equipment
- Santa Clara Audubon society – Wildlife and Harvest Day
- Cupertino De Anza Lion's Charities Inc. – Ride4Diabetes

- Heart of the Valley – Reaching Hearts
- West Valley Community Services – Pantry Overhang
- Breathe CA – Seniors Breath

The Commission also requested a pre-meeting next year to fine tune the Community Grant Funding Process.

4. Review of Future Agenda Items and Additions/Prioritization for Parks and Recreation Commission

Chair Tambe reminded everyone that the Master Plan item and Shuttle Survey item will go to City Council on April 16th. Suggested adding scheduling of Commissioners at the upcoming Neighborhood Events. Vice Chair Kumarappan requested adding to May “Opportunities for Collaborations With Other Commissions”. Commissioner Xu requested adding the CUSD Joint Use Agreement for Facilities Presentation in the June meeting.

STAFF AND COMMISSION REPORTS

7. Receive Monthly Update Reports from:

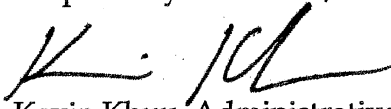
- Director
 - o Addition of the Pest Management Program Presentation to the May meeting.
 - o Alpaca fence extension request, is currently waiting for the design update for the Community Gardens.
 - o Community Gardens were deconstructed and was added as a work plan item for next year.
 - o Rancho Rinconada, overseen by LAFCO, will perform a special study on the governance of the special district. Potential merger of the district and the city or to potentially become a subsidiary of the City.
 - o Work Plan Update – Youth/Teen Engagement, Community Gardens
 - o Renovation of the Cupertino Teen Center
 - o Lawrence Mitty Acquisition
 - o All-Inclusive Playground
 - o Marketing Plan, Strategic Plan, Master Plan
 - o Currently recruiting for a Management Analyst
 - o Filled the Facility Attendant position at Quinlan – Bobby Kaufman
 - o Big Bunny 5K on Saturday, April 20th
 - o Holi Festival coming up
- Commissioners
 - o Commissioner Wilson, Commissioner Davis, and Vice Chair Kumarappan attended the Volunteer Appreciation Lunch at the Senior

Center and commended the staff on the event. Commissioner Davis will attend the Big Bunny 5K.

- Commissioner Kumarappan attended the Mayor's meeting and reported on:
 - Bicycle Pedestrian Commission will host a family bike day on April 13th and invited the Commissioners to attend.
 - Cherry Blossom Festival on April 28th.
 - Housing Commission – also have a community funding grant (HSG) process and recommended learning from their process.
 - Library Commission – wellness program is working well at the Library
 - Will send out other updates to Staff to share with the other Commissioners
- Commissioner Xu attended the City Council meeting on April 2, mentioned that they will setup objective standards on park standards in the future.

ADJOURNMENT – Chair Tambe adjourned the meeting at 9:55 p.m.

Respectfully submitted,



Kevin Khuu, Administrative Assistant
Recreation and Community Services Department

Minutes approved at the 05.02.19 regular meeting

Cyrah Caburian

From: Carol Stanek <carolstaneks@gmail.com>
Sent: Monday, June 17, 2019 9:42 PM
To: City Council
Subject: Don't remove appropriations for Linda Vista Trail

Dear City Council Members,

The City has long hoped to extend the Stevens Creek Trail to the North and the South. The offer of the land donation for the extension South to Linda Vista is a gift the City should not turn down. How often does the City get offered land to extend trails? The City will want to do this at some point. Later the donation may not be available, or even if it is, the cost will only increase to make the improvements.

I can't say I understand why the improvements should cost \$2.2M. The City should look at ways to reduce the cost, but should definitely accept the gift and move forward with extending the trails in Cupertino.

Carol Stanek, as resident

Total Control Panel

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From: carolstaneks@gmail.com

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Cyrah Caburian

From: Luis Buhler (Rockledge Associates) <luis@rockledgeassociates.com>
Sent: Monday, June 17, 2019 10:22 PM
To: City Council
Cc: Luis Buhler (Rockledge Associates)
Subject: Stevens Creek Trail to Linda Vista Park

To: Members of the Cupertino City Council

As a former Chair of the Cupertino Parks and Recreation Commission, I strongly urge you to retain the appropriation to extend Stevens Creek Trail to from Blackberry Farm and McClellan Ranch Park to Linda Vista Park. The development and extension of Stevens Creek Trail has been a part of Cupertino's vision for many years and the current section of the Trail that connects Blackberry Farm and McClellan Ranch park is used regularly by residents. The extension of the trail to Linda Vista Park would enhance the value of the existing trail and increase the benefits by connecting two of Cupertino's most beautiful parks. Ultimately, this would help lead to a connection to the County Park and Stevens Creek Reservoir. Connecting our community to this incredible outdoor resource would be a fabulous amenity for our residents. And to make this even more compelling, the land is available as a gift to Cupertino at no cost if the trail can be opened. I urge the council to explore ways to connect the parks in a cost effective manner – however that can be done – and to retain the appropriation to make sure the connection completed.

Best regards,

Luis Buhler
10372 Scenic Circle
Cupertino, CA 95014

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To: citycouncil@cupertino.org
From: luis@rockledgeassociates.com

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Cyrah Caburian

From: Dee Buhler <deebuhler@gmail.com>
Sent: Monday, June 17, 2019 10:39 PM
To: City Council
Subject: Linda Vista Park

Hello city council members,

As a Cupertino resident, I would like you to prioritize the project connecting Black Berry Farm to Linda Vista Park for the following reasons:

- 1) Doing this project is cost effective since it connects two Cupertino parks. Also, the land is being donated.
- 2) It will maximize the use of parks and trails available to Cupertino residents.
- 3) It will provide a safer route since the residents can avoid city streets.
- 4) The completion of the trail from Black Berry Farm to Linda Vista Park would be a major accomplishment for the city.

Sincerely yours,

Dee Faraon-Buhler
Cupertino Resident

Sent from my iPhone

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To: citycouncil@cupertino.org
From: deebuhler@gmail.com

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Cyrah Caburian

From: Wil Fluewelling <wil4schools@gmail.com>
Sent: Tuesday, June 18, 2019 9:00 AM
To: City Council
Subject: Linda Vista Trail

Good morning Cupertino City Council,

Please proceed with Mr. Lowenthal's generous land grant so residents can continue their southbound hikes on the trail.

Thanks for your time and consideration,
Wil Fluewelling

Reference:

Agenda Item 17: Subject: Public hearing to consider and approve the Capital Improvement Plan (CIP); and the Recommended Budget for Fiscal Year (FY) 2019-20; and the Adoption of the Recommended Budget; and Establishment of the Appropriation Limit, and related actions; or take other action to approve interim expenditures. Recommendations: 2. j. Approve the removal in appropriations of \$2,200,000 for Linda Vista Trail. The Linda Vista Trail is an extension of the Stevens Creek Trail south from McClellan Ranch Park to Linda Vista Park. The property owner has offered to gift the land to the City for the purpose of building the trail and opening it to the public.

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To: citycouncil@cupertino.org
From: wil4schools@gmail.com

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