



CITY OF CUPERTINO

AGENDA

TICC

10300 Torre Avenue, City Hall Conference Room A

Wednesday, January 3, 2024

7:00 PM

ROLL CALL

APPROVAL OF MINUTES

1. Subject: Approve the October 30, 2023, Special Meeting Minutes.
Recommended Action: Approve and file the October 30, 2023, Special 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

2. Subject: Recognize Vice Chair Soundararajan for his eight years of service to the Commission
Recommended Action: Recognize Vice Chair Soundararajan for his eight years of service to the Commission
3. Subject: Review TICC 2024 Schedule and Work Plan
Recommended Action: Review TICC 2024 Schedule and WORK Plan
[A - Schedule and Work Plan 2024](#)
4. Subject: Discuss City Council Work Program Items for 2024
Recommended Action: Recommend City Council Work Program Items for 2024
[Staff Report](#)
[A - FY 23-25 Adopted City Work Program](#)
[B - Items Not Included in FY 23-25 City Work Program](#)
[C - Submission Form](#)

5. Subject: Receive Infrastructure Overview presentation
Presenter: Tommy Yu, Infrastructure Manager
Recommended Action: Receive and File Infrastructure Overview presentation
[A - Infrastructure Division Overview presentation](#)

STAFF AND COMMISSION REPORTS

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

24-12857

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

Subject: Approve the October 30, 2023, Special Meeting Minutes.

Approve and file the October 30, 2023, Special Meeting Minutes.

TECHNOLOGY, INFORMATION & COMMUNICATIONS COMMISSION

Special Meeting

October 30, 2023, 7:00 p.m.

Conference Room A

10300 Torre Avenue, Cupertino

DRAFT MINUTES

CALL MEETING TO ORDER

Meeting was called to order at 7:05 pm

ROLL CALL

Commissioners Present: Mukesh Garg, Eliza Du, Emma Shearin, Rajaram
Soundararajan

Commissioners tardy: Prabir Mohanty

Staff Present: Bill Mitchell, Chief Technology Officer (CTO)
Tommy Yu, Infrastructure (IT) Manager

Chair Garg made a motion to move up item no. 5 before item no. 4.

Commissioner Shearin seconded the motion.

Motion passes 4-0.

APPROVAL OF MINUTES

1. Subject: Approve the September 5, 2023, special meeting minutes.

Commissioner Shearin made a motion to approve the September 5, 2023, special meeting minutes. Commissioner Du seconded the motion.

Motion passes 4-0.

2. Subject: Approve the September 16, 2023, special meeting minutes.

Commissioner Shearin made a motion to approve the September 16, 2023, special meeting minutes with amendment below:

*change the phrase on page 9 from "five Cupertino High School student teams"
to "five high school student teams from Cupertino"*

Vice Chair Soundararajan seconded.

Motion passes 4-0.

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. TICC Meeting Calendar through December 31, 2024**

CTO Mitchell referenced the Cupertino Municipal Code meeting requirements for the Commission. The Commission reviewed and discussed the proposed calendar through December 31, 2024.

Chair Garg made a motion to have TICC meet every other month, starting with Jan 2024 on the 1st Wednesday of each month, to be in alignment with a week before Mayor's meeting.

Vice Chair Soundararajan seconded.

Motion passes 4-0.

5. Cybersecurity 2023 lessons learned

CTO Bill Mitchell delivered staff impressions on the Cybersecurity Event and lessons learned:

- (1) Staff did significant amount of work
- (2) Commissioners should not be putting out flyers with City logo
- (3) In future, CTO will listen to request and only approve if there's enough bandwidth and resources
- (4) To maintain impartiality and ethical standards, TIC Commissioners and family members should not be participating in any events that have any prizes.
- (5) Confer with the City Attorney prior to providing any prizes or gifts

4. Discuss Cybersecurity 2023 next steps.

Chair Garg made a motion to apply lessons learned from the Cybersecurity 2023 event, keep the video as is and no further work or dissemination is required.

Vice Chair Soundararajan seconded.

Motion passes 4-0.

STAFF AND COMMISSION REPORTS

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

Chair Garg relayed it was requested at the Mayor’s meeting with the Commissioners moving forward the Chair and Vice Chair positions must rotate attending.

Commissioner Mohanty joined the meeting at 7:54 pm.

7. Review 2023 and 2024 Activities Calendar

Updates were requested.

8. Subject: Review Action Items List

9. Subject: Review Commissioners Report

No reports provided.

FUTURE AGENDA SETTING

Commission requested Staff provide a Drone Overview presentation.

ADJOURNMENT

Chair Garg adjourned the meeting at 8:08 pm.

SUBMITTED BY:

APPROVED BY:

Marilyn Pavlov, Commission Secretary

Mukesh Garg, Chair



CITY OF CUPERTINO

Agenda Item

24-12866

Agenda Date: 1/3/2024
Agenda #: 2.

Subject: Recognize Vice Chair Soundararajan for his eight years of service to the Commission

Recognize Vice Chair Soundararajan for his eight years of service to the Commission



CITY OF CUPERTINO

Agenda Item

24-12863

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

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**

January 3 Meeting	March 6 Meeting	May 5 Meeting	July 3 Meeting	September 4 Meeting	November 6 Meeting
Approve prior meeting minutes	Approve prior meeting minutes	Approve prior meeting minutes	Approve prior meeting minutes	Approve prior meeting minutes	Approve prior meeting minutes
Discuss City Council Work Program Items	Elect Chair and Vice Chair positions	<i>tbd</i>	<i>tbd</i>	<i>tbd</i>	<i>tbd</i>
Infrastructure Division Overview presentation	Video Division Overview presentation	<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

24-12858

Agenda Date: 1/3/2024
Agenda #: 4.

Subject: Discuss City Council Work Program Items for 2024

Recommend City Council Work Program Items for 2024



CITY MANAGER'S OFFICE

CITY HALL
10300 TORRE AVENUE • CUPERTINO, CA 95014-3255
TELEPHONE: (408) 777-3223 • FAX: (408) 777-3366
CUPERTINO.ORG

COMMISSION STAFF REPORT

Meeting: January 3, 2024

Subject

Discuss City Council Work Program Items for 2024

Recommended Action

Recommend City Council Work Program Items for 2024

Reasons for Recommendation

On April 4, 2023, the City Council approved the FY 2023-2025 City Work Program, which included a total of 24 projects. Due to budget constraints, the City Council approved funding for 15 of the 24 projects for FY 2023-2024, while the remaining nine were placed on hold. Attachment A includes details on the adopted 24 projects.

The City Council will be reevaluating all City Work Program items in early Spring 2024. Staff is requesting that all Commissions review existing work program items and propose up to three items for Council to consider. These items can be from the nine items that are currently on hold, listed in Attachment A. They can also be from the other items that were not selected during the prioritization process, listed in Attachment B. Commissions can also vote to propose new items as long as they fit the following criteria:

- Timelines are finite in nature, with an expectation of completion within the next 1-2 fiscal years.
- Items are not duplicated in other efforts/programs like Capital Improvement Program (CIP) projects, General Plan, Climate Action Plan, etc.
- Items are not part of general City operations.
- Items fit into at least one of the five Council approved Goals (Public Engagement and Transparency, Transportation, Housing, Sustainability & Fiscal Strategy, Quality of Life).
- Items fit within the Commission's scope outlined in the Cupertino Municipal Code.

All proposals must be submitted using Attachment C. These proposals will be consolidated and submitted for Council consideration in early spring.

Sustainability Impact

No impact.

Fiscal Impact

Commissioners should keep the City's budget in mind when proposing new items for Council consideration.

California Environmental Quality Act

Not Applicable

Prepared by: Astrid Robles, Senior Management Analyst

Reviewed by: Tina Kapoor, Deputy City Manager

Attachments:

- A – FY 23-25 Adopted City Work Program
- B – Items not included in FY 23-25 City Work Program
- C – Submission Form

FY 2023-25 City Work Program

On April 4, 2023, the City Council approved the FY 2023-2025 City Work Program, which included a total of 24 projects. As part of the City’s budget reduction strategy, the City Council approved funding for 15 of the 24 projects for FY 2023-2024. The remaining nine projects will be considered for funding next year. Details and the breakdown of each year’s projects can be found in the two tables below.

Priority		FY 2023-2024 City Work Program						
Ranking	Project Title	Description	Estimated Budget	Est. Timeline	Lead Department	Estimated Staff Time/Staff Cost	Goal	
High	5	Vision Zero (3) <i>*Bike Ped Commission</i>	Develop a Vision Zero Policy and Action Plan and hire a consultant. The Plan will guide policies and programs with the goal of eliminating fatalities on Cupertino roadways. Special emphasis will be placed on routes to, and streets surrounding, Cupertino schools.	\$20,000 additional (Vision Zero is currently funded with \$80K (100-88-844 750-040).	March 2023 - December 2023	Public Works	400 hrs/ \$105,000	Transportation
	4	Tree List	Project phases: 1) Review and revise development tree list (per Ch. 14.18: Protected Trees) with an emphasis on appropriate trees and native species. 2) Review, revise, and communicate street tree list with an emphasis on appropriate trees and native species. 3) Develop an Urban Forest program scope and cost for future consideration.	1) \$50,000 additional 2) \$60,000 additional 3) \$0	1) January 2024 - June 2024 2) July 2023 - June 2024 3) July 2023- June 2024	1) Community Development 2) Public Works 3) Public Works	1) 150 hrs/ \$45,000 2) and 3) 200hrs/ \$40,000	Sustainability & Fiscal Strategy

*Projects relevant to Commission Scope

FY 2023-25 City Work Program

Priority		FY 2023-2024 City Work Program						
Ranking	Project Title	Description	Estimated Budget	Est. Timeline	Lead Department	Estimated Staff Time/Staff Cost	Goal	
High	3	Public Safety in both residential/commercial areas <i>*Public Safety Commission</i>	1) Deploy city-owned license plate readers and implement policies to allow neighborhood-owned ones. 2) Strengthen Block Leader/Neighborhood Watch programs to ensure the leaders are active and expand the coverage of active neighborhoods. 3) Explore best practices to deter crime in commercial areas and bring options to Council.	1) \$60,000 (Already allocated in FY23) 2) \$10,000 additional 3) \$0	1) July 2022-September 2023 2) July 2023-June 2024 3) July 2023-June 2024	1) Innovation Technology 2) City Manager's Office 3) City Manager's Office	1) 100-200 hrs/ \$15,000-\$30,000 2) 200 hrs/ \$30,000 3) 250 hrs/ \$40,000	Quality of Life
	3	Senior Services and Youth Engagement <i>*Teen Commission</i>	1) Assess Survey results and develop a plan to increase awareness of programs and services for seniors based on gaps identified by the survey. 2) Connect seniors with youth and their families with inclusive activities.	1) \$0 2) \$20,000 additional	1) July 2023-June 30, 2024 2) July 2022-June 30, 2024	Parks and Recreation	1) 400-500 hrs/ \$60,000-\$80,000 2) 200 hrs/ \$30,000	Public Engagement and Transparency
	3	Dogs Off-Leash Area (DOLA) Programs <i>*Parks and Rec Commission</i>	1) Transition successful trial DOLA programs to permanent programs with a staff level permitting process housed in Parks and Rec 2) Amenities for DOLA programs in City parks, e.g., water facilities for dogs, fencing, benches, etc.	1) \$5,000 2) \$200,000 per year (already allocated in CIP: park amenity improvements)	1) July 2023-June 30, 2024 2) July 2023-June 30, 2024	Parks and Recreation	1) 600+ hrs/ \$93,000+ 2) 400hrs+/ \$70,000+ (Dependent on # of amenities)	Quality of Life

*Projects relevant to Commission Scope

FY 2023-25 City Work Program

Priority		FY 2023-2024 City Work Program						
Ranking	Project Title	Description	Estimated Budget	Est. Timeline	Lead Department	Estimated Staff Time/Staff Cost	Goal	
Medium	2	Preserve existing and develop new BMR/ELI Housing <i>*Planning Commission</i>	Explore opportunities to preserve existing expiring BMR housing. Develop ELI (Extremely Low Income) and BMR housing units for Developmentally Disabled individuals (IDD) on City-owned property as well as the County-owned sites.	\$250,000 (already allocated and will carryover)	July 2021- June 2025	Community Development	1000 hrs/ \$305,000	Housing
	2	Study Session on City-Owned Properties	Inventory and assess existing facilities and prepare a long-range planning report for three City-owned properties (including, but not limited to Blesch, Byrne, and Stocklemeir)	\$90,000 (\$25k for feasibility study and \$65k for long range plan) previously allocated	July 2023 - June 2025	City Manager's Office	100 hrs/ \$16,000	Sustainability & Fiscal Strategy
	2	Housing Element Update <i>*Planning Commission</i>	Update Housing Element and complete rezoning, General Plan Amendments and EIR by December 2023.	\$630,000 additional (\$1,070,000 previously allocated)	September 2020-January 2024	Community Development	2000 hrs/ \$610,000	Housing
	2	Council Governance Reform Package	1. Revised Ethics Policy consistent with City response to the Civil Grand Jury Report authorized on 2/21/2023 2. Investigate and report back on incidents of violations of the Municipal Code and Ethics Policy relative to the Council-staff relationship cited in the Civil Grand Jury Report	1) \$0 2) \$25,000 additional (For both Council and Commission Governance Reform)	1) March 2023 - September 2023 2) March 2023 - September 2023	City Attorney's Office/ City Manager's Office	150 hrs/ \$30,000	Public Engagement and Transparency

*Projects relevant to Commission Scope

FY 2023-25 City Work Program

Priority		FY 2023-2024 City Work Program						
Ranking	Project Title	Description	Estimated Budget	Est. Timeline	Lead Department	Estimated Staff Time/Staff Cost	Goal	
Medium	2	Commission Governance Reform Package	1. Revised Commissioner’s Handbook to align it with Council Procedures Manual 2. Investigate & report back on incidents of violations of the Muni Code re: the Commission-Staff relationship 3. Realignment of Commissioner terms of office 4. Establishment/revision of commissioner qualifications	1) \$0 2) \$25,000 additional (For both Council and Commission Governance Reform) 3) \$0 4) \$0	1) April 2023 - December 2023 2) March 2023 - September 2023 3) March 2023 - October 2023 4) March 2023 - October 2023	City Attorney’s Office/ City Manager’s Office	150 hrs/ \$27,000	Public Engagement and Transparency
	2	Whole City Policy Review	Repeat the 2013 process of compiling and reviewing all City Policies including 1) Administrative and 2) Council policies and provide recommendations/updates, e.g. Green Purchasing, Property Acquisition	1) \$10,000 (Already allocated. This excludes funds related to review of Financial Policies) 2) \$0	December 2022-June 2024	Admin Services/ City Attorney’s Office/ City Manager’s Office	200-500 hrs/ \$30k-\$80k	Public Engagement and Transparency
Low	1	Analyze Potential Revenue Resources	Analyze potential revenue resources such as transient occupancy tax, sales tax, property tax, utility users’ tax, the City-owned municipal water system, and potential lease/rental income to address possible future financing challenges.	\$50,000 (already allocated as part of FY 23 City Work Program)	March 2023 - August 2023	Administrative Services	100 hrs/ \$16,000	Sustainability & Fiscal Strategy

*Projects relevant to Commission Scope

FY 2023-25 City Work Program

Priority		FY 2023-2024 City Work Program						
Ranking	Project Title	Description	Estimated Budget	Est. Timeline	Lead Department	Estimated Staff Time/Staff Cost	Goal	
LOW	1	Support for the Unhoused <i>*Housing Commission</i>	Collaborate and fund jointly with West Valley efforts to address regional needs and find workable support for the Unhoused.	\$50,000 additional	July 2023 - June 2025	Community Development	1000 hrs/ \$90,000	Housing
	1	Fiscal Procedures and Policies Handbook	Develop the handbook to ensure standardization of accounting, budget, investment, procurement policies, procedures, rules and regulations.	\$45,000 (already allocated as part of Moss Adams Contract)	July 2021-September 2023	Administrative Services	200 hrs/ \$30,000	Sustainability & Fiscal Strategy
	1	Budget Audit	Audit the Budget and Budget Policies.	\$15,000 (already allocated as part of Moss Adams Contract)	July 2022-July 2023	Administrative Services	40 hrs/ \$6,000	Sustainability & Fiscal Strategy

FY 2023-25 City Work Program

Priority		To Be Considered FY 2024-2025 City Work Program						
Ranking	Project Title	Description	Estimated Budget	Est. Timeline	Lead Department	Estimated Staff Time/Staff Cost	Goal	
High	3	Recycled Water Feasibility Study	Develop Recycled Water Feasibility Study. Include Blackberry Farm focus and extension of recycled water from SCVWD.	\$200,000	July 2023-October 2024	Public Works	800 hrs/ \$210,000	Sustainability & Fiscal Strategy
Medium	2	The Rise: construction stakeholder engagement	Improve engagement with stakeholders to ensure progress with construction and reduce barriers.	\$100,000 additional	July 2023 - June 2025	City Manager's Office	700 hrs/ \$100,000	Public Engagement and Transparency
	2	Revise & Update Heart of the City Special Area	Prioritize following completion of Housing Element: 1. Address effect of AB 2011 and build on Housing Element goals to facilitate housing production in transit-oriented locations 2. Tailor permissible uses to revitalize local public-facing commercial uses (retail/restaurant/entertainment/professional office, etc.)	1)\$1,000,000 additional 2)\$50,000 additional	2) January 2024 - June 2025 3) January 2024 - June 2025	Community Development	2000 hrs/ \$610,000	Quality of Life
	2	Homelessness Jobs Project and Transitional Housing <i>*Housing Commission</i>	Continue the Homeless Jobs program for two individuals for the third year. Revisit for review and consider Transitional Housing.	\$225,000 additional	July 2023-June 2024	Community Development	200 hrs/ \$61,000	Housing

*Projects relevant to Commission Scope

FY 2023-25 City Work Program

Priority		To Be Considered FY 2024-2025 City Work Program						
Ranking	Project Title	Description	Estimated Budget	Est. Timeline	Lead Department	Estimated Staff Time/Staff Cost	Goal	
Medium	2	Privacy Screening and Balconies Code <i>*Planning Commission</i>	Prioritize following completion of Housing Element: Muni Code (Ch.19.28: R-1 Zones) Privacy Screening and Balconies. Update privacy planting list to be climate appropriate/native	\$200,000 additional	January 2024 - January 2025	Community Development	300 hrs/ \$92,000	Quality of Life
	2	Pond Repurposing at Blackberry Farm	Repurposing ponds at Blackberry Farm, focus on groundwater recharge.	\$50,000 additional	July 2023 – June 2024	Public Works	150 hrs/ \$40,000	Quality of Life
Low	1	New Bicycle-Pedestrian Plan <i>*Bike Ped Commission</i>	1) Update the current Bicycle and Pedestrian Plans and combine them to create a comprehensive Active Transportation Plan. 2) Consider Complete Streets concepts to enhance the interface between Active Transportation improvements and public and private transportation systems.	\$200,000 additional	July 2024 – December 2025	Public Works	750 hrs/ \$200,000	Transportation
	1	Real Estate Purchasing Policy	Create Real Estate Purchasing Policy	\$75,000 additional	June 2025	City Manager's Office	200 hrs/ \$30,000	Sustainability & Fiscal Strategy
	1	280 stretch as scenic highway	Establish/maintain I-280 as scenic highway	\$25,000 additional	July 2023-6/30/2024	Public Works	100 hrs/ \$30,000	Quality of Life

Items Not Included in FY 23-25 City Work Program

#	Project Title	Description	Goal
1	Student Internship Program	Implement a program to provide internship opportunities for high school and community college students.	Public Engagement and Transparency
2	New Bicycle-Pedestrian Plan	1. Design a new Bicycle-Pedestrian Plan to expand on the expired Bicycle and Pedestrian Plans 2. Integrate Complete Streets concepts to create a better interface between active transportation and VTA transit systems 3. Bicycle and vehicular parking standards revision	Transportation
3	Privacy Screening and Balconies Code	Muni Code: Privacy Screening and Balconies	Transportation
4	Infrastructure Assessment	Perform a Citywide Infrastructure Assessment	Transportation
5	Integrated Plan for Community Engagement	Create Integrated Plan and Database for Community Engagement. The plan should include all possible outreach channels, traditional media, newspaper, including Chinese and other languages, City Channel, the Scene, social media and influencers. community leaders, community groups, HOAs, block leader programs, Chamber and other business groups etc.	Public Engagement and Transparency
6	Development Accountability	Analyze methods to limit the implementation timeline for entitled/future projects and encourage development. Monitor implementation of development agreements and conditions of approval. Review and establish accountability in the project approval process.	Quality of Life
7	Electrification Study	Conduct public outreach, policy research, and coordinate with regional efforts to develop policy options for electrification of Cupertino's buildings and transportation systems.	Sustainability
8	Visitor Center	Develop an online visitor center/guide so that visitors to Cupertino know where to go. Ideally a (digital) map to identify locations to visit or for photo ops to post on social media.	Public Engagement and Transparency
9	Safe Gun Storage Ordinance	Research best practices for safe gun storage from neighboring jurisdictions. Adopt safe gun storage ordinance to increase public safety for residents.	Quality of Life
10	Sign Ordinance Update	Update existing provisions, particularly in the temporary sign regulations.	Quality of Life
11	Youth Who Work	Encourage more youth and young adults in schools to work and also help small businesses to reduce the burden caused higher minimum wages. For example, the City could provide \$2/hour to compensate local small businesses.	Quality of Life



CUPERTINO

_____ Commission

2024 City Work Program Recommendations

	Project Title	Description	Goal Select each goal that the project aligns with.
1.			Public Engagement & Transparency Transportation Housing Sustainability & Fiscal Strategy Quality of Life
2.			Public Engagement & Transparency Transportation Housing Sustainability & Fiscal Strategy Quality of Life
3.			Public Engagement & Transparency Transportation Housing Sustainability & Fiscal Strategy Quality of Life



CITY OF CUPERTINO

Agenda Item

24-12860

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

Subject: Receive Infrastructure Overview presentation
Presenter: Tommy Yu, Infrastructure Manager

Receive and File Infrastructure Overview presentation

IT Infrastructure Division Presentation

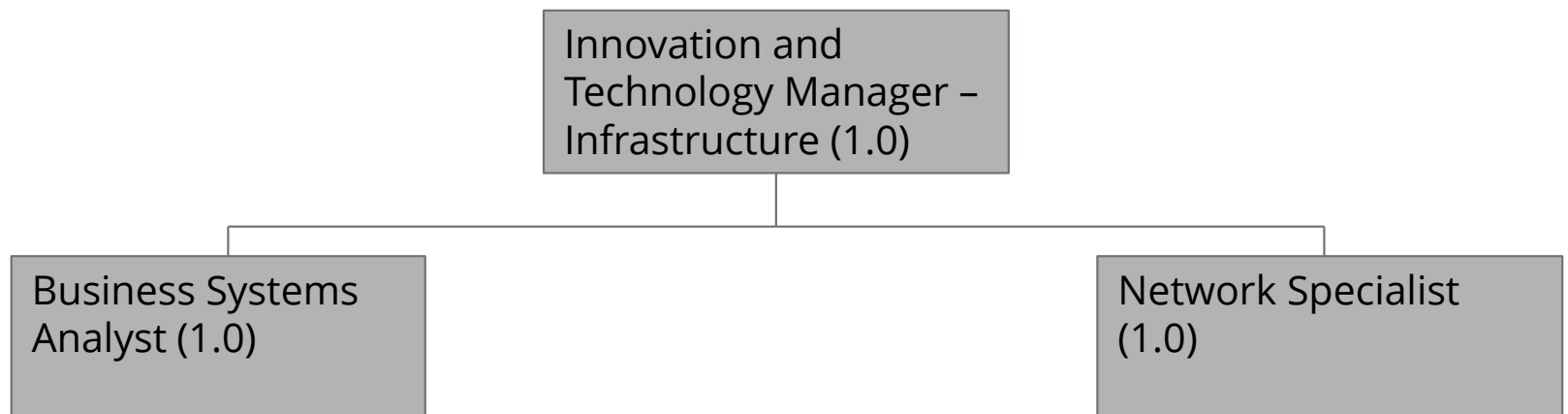
Overview



CUPERTINO

Infrastructure Team

Infrastructure Division: This division provides for all technology-related support for the citywide management of information technology services.



Infrastructure Team



Toan Quach
Network Specialist

- System admin
- Network admin
- Security admin
- E-mail / PRA
- Phone System
- Helpdesk
- Laptop / Hardware
- Wi-Fi / Cameras
- Cabling / Setup



Quinton Adams
Business Systems Analyst

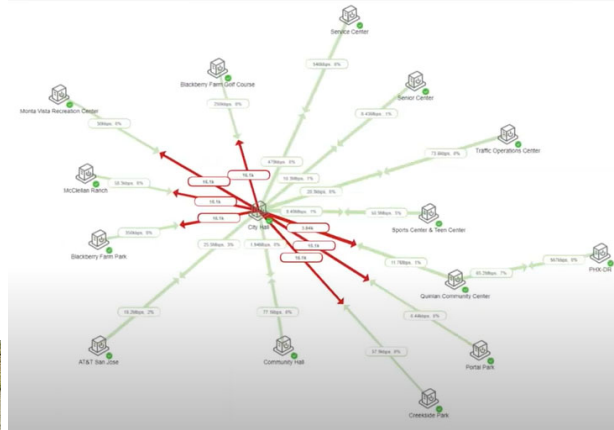
- Sr System admin
- Network engineer
- Security engineer
- Servers/backups
- Firewall / Network design



Tommy Yu
Infrastructure Manager

- Project Management
- Budget / Procurement
- Staff supervision
- Sr System admin
- Network admin
- Security admin
- Policies / Compliance

Infrastructure Team in action



Infrastructure Core Offerings

Helpdesk & Customer Service

System & Network administration

Security

Business Continuity

Helpdesk & Customer Service

On/offboarding of employees, equipment and account setup/retrieval

Front-line support, respond to helpdesk tickets; on-call after hours

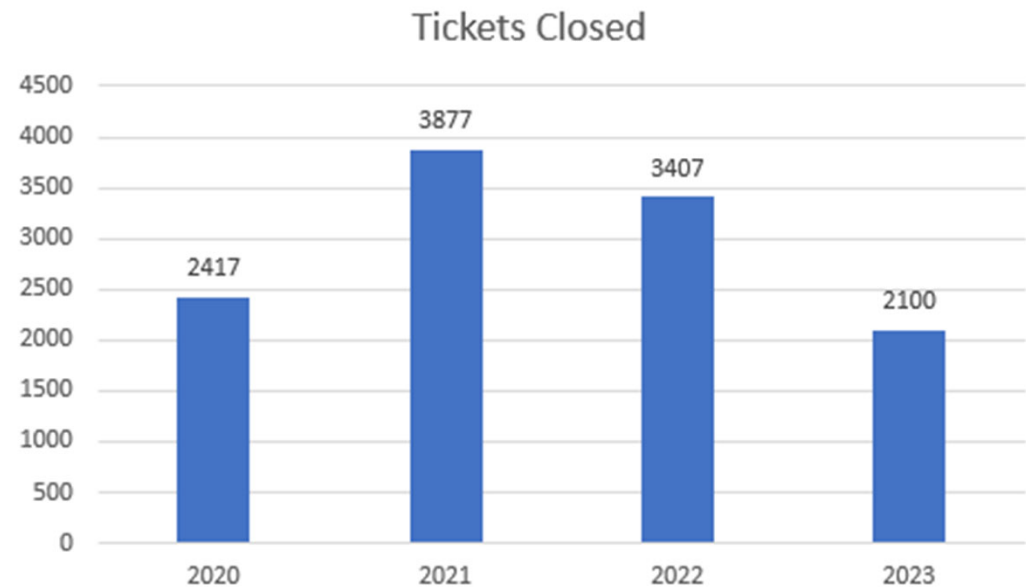
Inventory control, tech refresh of laptops and accessories

Moves/Adds/Changes; installs, relocations, upgrades

Phone system support: hunt groups, call routing

Helpdesk

- ❖ 2,100 Infrastructure tickets closed (1/1/23 – 10/24/23)
- ❖ Average ~250 tickets/month



System & Network administration

E-mail accounts, network monitoring/alerts; manage Wi-Fi for staff and guests at City Facilities

LAN – Firewalls, servers (Active Directory, file/print servers, SQL database etc.)

Wide Area Network – Internet and connectivity to sites

Virtual Private Network (VPN) – Support telework and remote access

Backup and recovery of critical data/systems

Inventory at a glance



- Equipment and services at 14 locations
- Over 1,600+ pieces of equipment supported



Security

- Endpoint protection – Antivirus/Malware/Spyware; Firewalls
- Managed Detection & Response / 24x7 Security Operations Center - logs
- Artificial Intelligence driven Network traffic analysis
- Ongoing Phishing campaign and security training
- Multi-factor authentication / Mobile Device Management

Business Continuity

- Incident response (breach, outage, ransomware)
- Disaster recovery (DR site, get services back online)
- Redundancy
- Policies, plans, and procedures
- Cyber Resilience: Tabletop exercises – Simulated incidents

Classes & Certifications

- ❖ Certified Government Chief Information Officer (CGCIO)



- ❖ Public Sector Leadership Academy



- ❖ Staff undergoes continuous training on the latest technologies



Resources and Best Practices

- ❖ Municipal Information Systems Association of California (MISAC)
- ❖ Cybersecurity and Infrastructure Security Agency (CISA)
- ❖ Multi-State Information Sharing and Analysis Center (MS-ISAC)
- ❖ National Institute of Standards and Technology (NIST)
- ❖ National California Regional Intelligence Center (NCRIC)
- ❖ Industry publications, blogs, news sources

Project accomplishments

- ❖ Transition to remote workforce / telework
- ❖ Deployed Public Wi-Fi at Wilson Park, Creekside Park, and Portal Park
- ❖ Traffic Operations Center / adaptive traffic project
- ❖ Installed security cameras at City Hall, Quinlan, Blackberry Farm/Golf, Senior Center, Service Center and Sports Center
- ❖ Quinlan BEAM interactive Augmented Reality system
- ❖ Cybersecurity Public Education & Science Fair event
- ❖ Rolled out Cupertino.gov e-mail address

Upcoming Projects 2023-2024

- ❖ Datacenter Tech refresh (server and storage environment)
- ❖ Air-gapped backup solution
- ❖ Network & Physical Penetration test
- ❖ Planning for future cybersecurity exercises
- ❖ Security cameras at McClellan, Quinlan, and Senior Center

Q&A





CITY OF CUPERTINO

Agenda Item

24-12861

Agenda Date: 1/3/2024
Agenda #: 6.

Subject: Receive update from Mayor's Meeting with Commissioners

Receive update from the Mayor's Meeting with Commissioners



CITY OF CUPERTINO

Agenda Item

24-12864

Agenda Date: 1/3/2024
Agenda #: 7.

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
Chair/Vice Chair*

FEBRUARY

Canceled

AUGUST

Canceled

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
Chair/Vice Chair*

APRIL

Canceled

OCTOBER

Canceled

MAY 8

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

NOVEMBER 13

*Mayor's Mtg. zoom,
6-7:30 pm
Chair/Vice Chair*

JUNE

Canceled

DECEMBER

Canceled



CITY OF CUPERTINO

Agenda Item

24-12862

Agenda Date: 1/3/2024
Agenda #: 8.

Subject: Receive Commissioners Report

Receive Commissioners Report