



**CITY OF CUPERTINO**  
**PARKS AND RECREATION COMMISSION**

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

**Thursday, September 7, 2017**

**7:00 PM**

**MEETING**

**DRAFT MINUTES**

**CALL TO ORDER**

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

**PLEDGE OF ALLEGIANCE**

**ROLL CALL**

Commissioners present: Helene Davis, Meenakshi Biyani, Neesha Tambe

Commissioners absent: Judy Wilson, Carol Stanek

Staff present: Jeff Milkes, Gail Seeds, Kevin Khuu, Katy Nomura, Alex Acenas

**APPROVAL OF MINUTES**

1. Regular Meeting of August 3, 2017 – Vice Chair Tambe moved to approve the minutes of August 3, 2017. Commissioner Biyani seconded. Motion carried with 3 yes and 2 absent.
2. Special Meeting of August 23, 2017 – Vice Chair Tambe moved to approve the minutes of August 23, 2017. Commissioner Biyani seconded. Motion carried with 3 yes and 2 absent.

**CEREMONIAL MATTERS AND PRESENTATIONS**

3. Godbe Survey Results

Katy Nomura presented to the Commission about the Biannual Research Survey from Godbe. Top issues ranged from traffic, to controlling the City's growth, and affordable housing. Based on a total of about 582 response, this year was the first to include online surveys.

Chair Davis moved the McClellan Ranch Parking Lot Improvement item to next on the agenda.

**NEW BUSINESS**

4. McClellan Ranch Parking Lot Improvement

Alex Acenas, the Public Works CIP Manager, presented to the Commission the current and alternate designs for the McClellan Ranch West Parking Lot.

Anne Ng, a resident of Cupertino, had sent an email to the Commission and asked them to consider her email in their deliberation.

The Commission reviewed the notes from the stakeholder meeting on September 5th and emails from the public that were presented before the meeting. Inquired and stressed the importance of an environmental study performed on the designs.

Director Jeff Milkes confirmed that the environmental study was performed only for the current design.

The Commission showed more support for the alternative plan, as the grassy area was placed closer to the creek. However, before making a decision, asked to see the environmental impact part of the study for both designs. Requested to have this item be brought to the Commission again to the October meeting, when the environmental impacts report are completed for the alternate plan and so they can review the results more thoughtfully.

## **POSTPONEMENTS**

None

## **ORAL COMMUNICATIONS**

None

## **WRITTEN COMMUNICATIONS**

None

## **OLD BUSINESS**

5. Citywide Parks and Recreation System Master Plan – Vision & Goals, the Prioritization Criteria, and the Preliminary Opportunities Analysis  
Cindy Mendoza, from MIG, presented to the Commission an update on the Parks Master Plan. Reviewed the vision and goals questionnaire results and the feedback taken from the advisory board and asked for feedback on the draft document.

Whitney Berry, from the Midpeninsula Regional Open Space District, expressed support for connections to currently existing open spaces near Cupertino (i.e. Rancho San Antonio)

Discussion followed. The Commission supported the first mission statement, but suggested adding the words “restore”, “connectivity”, and “wildlife”. Director Milkes mentioned that the department tagline would be revisited in a future meeting.

Cindy then reviewed the draft prioritization criteria, introducing a 2 step process to the Commission to prioritize projects for the Master Plan/CIP Projects. Asked for Commission feedback on this process.

Discussion followed. The Commission requested to see the previous prioritization criteria created for the CIP projects. Staff will review the previous method and report back to the Commission on a future date. Vice Chair Tambe asked to add “diversity” and “connectivity” into the criterias. Cindy recommended to not focus on weighting and points and instead separate and focus on the critical criteria first.

Cindy moved on to the preliminary opportunities analysis of the Master Plan, highlighting 4 specific opportunities and the current findings, to expand, connect, and foster natural systems and to diversify recreation facilities. Requested feedback from the Commission on the 4 subjects.

Vice Chair Tambe suggested to add in the foster natural systems map to highlight areas where Cupertino’s ability to create parks end and where it’ll begin for surrounding cities.

Jane Mark, from the Midpenninsula Regional Open Space District, suggested that the Master Plan should also focus on finding new parking areas near the county parks and open space (for those that can’t bike/walk there) and pointed out that in regards to connectivity, county parks often lead to regional open space as well.

In response to the Park Land subject, Chair Davis agreed with General Plan to reach the 5 acres/1000 residents. Vice Chair Tambe also supported the increased acreage. Commissioner Biyani suggested to at least maintain the 3.6 acres/1000 residents, but to focus on filling the gap areas first.

For the Connecting Trails question, the Commission agreed that the plan should emphasize more off-street paths in the maps that connect the trails and parks,

For Natural Systems, the Commission agreed to protect nature but still have it accessible to the Community.

In the subject of the Recreation Facilities, the Commission expressed the need for another park like Memorial Park. Vice Chair Tambe suggested greyspace, spaces that can be used for multiple things, and use of rooftops. Commissioner Biyani suggested to focus on flexible activities that can be relocated to different areas in Cupertino. Chair Davis agreed with the greyspace, but emphasized the idea of better utilizing current properties.

6. 2017-2018 Commission Work Plan

The Commission reviewed the work plan and asked to revisit the McClellan Ranch Parking Lot item in the October meeting. The date is still to be determined.

## **STAFF AND COMMISSION REPORTS**

7. Director's Report

Jeff Milkes reported to the Commission on the following:

- The youth theatre program with San Francisco Shakespeare will be showcasing Ramayana from October 13th to 15th.
- In the recent heat wave, the Quinlan and Senior Center became cooling centers over the weekend and had about 50 visitors per day.
- On the Library Field, a cricket cage was built, at a cost of \$40,000.
- Update to the Commission:
  - o Age Friendly City – will have that presentation in the future. Mayor had sent a letter and haven't heard back yet.
  - o Joint Meeting with Bike and Pedestrian Commission – scheduling in progress.
  - o Teen Hack – promises to contact Vice Chair Tambe about the planning process.

Commissioner Biyani attended the mayor's meeting and discussed the following:

- The Fine Arts Commission had expressed interest in producing the City Signs.
- Was introduced to Brian B., the City Public Informations Officer, who is responsible for the marketing of the City. Also responsible for the publications and the liaison for the sister and friendship cities.
- Fine Arts Commission is emphasizing their Young Artists, trying to contact the businesses, along Stevens Creek, to draw on their buildings. Vice Chair Tambe suggested creating art for the parks.
- Bicycle Pedestrian Commission is creating more wayfinding signs so people can see how far things are.
- Library Commission is looking to find more ways to advertise to the community about their resources.

**ADJOURNMENT** – Chair Davis adjourned the meeting at 9:56 p.m.  
Respectfully submitted,

Kevin Khuu, Administrative Assistant  
Recreation and Community Services Department  
*Minutes approved at the \_\_\_\_ regular meeting*